Digitized by the Internet Archive
in 2025 with funding from
Boston Public Library

https://archive.org/details/townofneedhamann2016need

TOWN OF NEEDHAM
MASSACHUSETTS
ANNUAL TOWN REPORT
1711—2016

Needham Solar Array

COVER AND BACK PHOTOS:

The Grand Opening Ceremony for ***Needham's 3.5 MW Solar Array*** *on capped landfill was held on Monday, April 25, 2016 at 1:00 p.m. at the Recycling & Transfer Station, 1421 Central Avenue, Needham, MA.*

Board of Selectmen*: Matthew Borrelli, Chair, Marianne Cooley, Daniel Matthews, John Bulian, Maurice Handel*

Town Manager*: Kate Fitzpatrick*

Town of Needham Solar Energy Exploratory Committee*: Jonathan Bracken, Chair, David Harris, Secretary, Elizabeth Driscoll, Edward H. Friedman, Dan Goodman, Kathleen Phelps, Pralay K. Som*

Project Manager*: Henry Haff, Senior Project Manager, Town of Needham*

Owner's Agent*: Beth Greenblat, Beacon Integrated Solutions*

Developer*: SolarCity Corporation, Brightfields Development, LLC*

Engineer of Record*: Weston & Sampson*

The Needham Solar Array is now operating on top of the capped landfill at the Recycle and Transfer Station (RTS).

System Size*: 3,592.9 kilowatts DC*
Array Size*: 11,780 panels on 12+ acres*
Est. Annual Generation: *~4,700,000 kWh*
Est. Carbon Dioxide Avoided*: 100,570,084 lbs. over 20 years*

This is equivalent to approximately:

- *1.1 million trees planted,*
- *27% of the annual electricity consumed by all municipal buildings and streetlights in the Town of Needham,*
- *100% of the annual electricity consumed at Needham High School, Pollard Middle School and Newman Elementary School, the town's three largest buildings.*

Needham Solar Array Timeline:

1998 – Landfill capped	*2013 – RFP issued for Solar Developers*
2004 – Weston & Sampson study for Recreation Uses on Landfill	*2014 – Brightfields Development LLC awarded project, Needham Solar 1, LLC formed*
2010 – Wind Turbine Study at RTS	*2015 – SolarCity Corporation provides financing and leads project construction*
2012 – Selectmen established a Solar Energy Exploratory Committee (SEEC)	*2016 – Electrical Generation started in March*
2013 – Special Town Meeting approves seven Solar Warrant Articles	

This 2016 Annual Town Report is dedicated to Phil Robey.

Philip "Phil" V. Robey was born in Boston in 1946, four minutes after his identical twin brother Paul. Phil also has four sisters. He and his family moved from Newton to Needham in 1950.

Initially settling in their first home on Wilshire Park, the Robey family moved to Shady Lane in 1953, where Phil spent most of his childhood. Phil attended the Harris School, Broadmeadow School, Pollard School, and Needham High School, graduating in 1964. He attended Providence College, and received a degree in Business in 1968. Phil served in the National Guard from 1968-1974.

It was in 1969 that Phil married Allie Cotter, who was born and raised in Needham. After Phil and Allie married, they bought a house on Central Avenue, and eventually moved to Fletcher Road where they have lived for over 40 years. They have two daughters, Kate and Kelly, and five grandchildren. Phil is especially proud to say that his grandchildren are 5th generation Needhamites.

Phil started his career at Cramer Electronics in May, 1969. He later joined the former president of that company to start a new company: Cronin Electronics. In 1983, he accepted a position in sales for Component Technology, Inc., ultimately becoming a partner. In 2006 Phil decided to switch careers from the electronics industry to residential real estate. He began his career as a Realtor at Coldwell Banker, where he remains today.

In 1971, Phil became involved with Little League. He coached with his brother-in-law Jim Cruickshank from 1971-2000 and was President of Little League from 1986-1991. He also had the great pleasure of coaching with his brother Paul for more than 10 years in the summer baseball senior youth program. It was through his involvement with Little League that Phil became interested in the Park and Recreation Commission. He served on the Commission from 1992-2011, as chairman for 12 of those 18 years. He is the longest serving member of the Park & Recreation Commission since its inception. He was also instrumental in the creation of the Carlton Pavilion at DeFazio Park, in memory of Marcia Carlton, who was a Selectman in Needham.

When he was involved with Little League, Phil was always looking for places for the coaches to meet. He arranged with Paul Merrit, who at the time was the President of the Charles River Center, to allow Little League to meet at the CRC facility. Phil was invited to serve on the Charles River Center Board in 1994, and is currently serving a second term as chairman. Phil states that serving the CRC has been one of the most rewarding experiences he has been involved with.

Phil has been a member of the Needham Exchange Club since 1986. He has co-chaired the 4th of July festivities, and is a past President. He feels that being a part of the Exchange Club

has allowed him to become involved in many activities, and he is thankful for having had the opportunity to meet so many nice people.

Phil was a long-time proponent of the Town's adopting the Community Preservation Act. After the Town failed to adopt the Act in 2001, Phil was instrumental in moving the discussion forward and the CPA was adopted by the Town in 2004. Phil served on the Community Preservation Committee in 2007.

As Chair of the Park & Recreation Commission, Phil was a member of the PPBC Appointing Authority, where he met former Town Moderator Dick Melick. Phil was a founding Director of the Richard P. Melick Foundation, and still serves as a member of its Board. The Foundation, established in 1997 to honor the long term Moderator, recognizes civic activity and volunteerism in the Needham Community.

Phil served on the Needham 300 Committee, and has been recognized with Needham High School's Distinguished Career Award. Thanks to his daughter Kelly (Connelly) and her family, the playground at Newman School is named after him. Another big accomplishment was the construction of the Fallen Brave Monument that is located at Memorial Park. The monument recognizes the 97 Needham citizens "who gave their lives in valiant service to our country." He worked with his daughter Kate on this project and is proud that the Committee was also able to place a plaque at Needham High School to replace the former plaque that had been displaced during the High School renovation project.

Phil has been a Town Meeting Member since 1993. He describes himself as a homebody (except for his family beach home in Marshfield) and likes the routine of his life. His wish for Needham's future is that its residents will continue to get involved and stay involved with Town activities.

TABLE OF CONTENTS	Page
Message from Board of Selectmen	1
Community Profile	2
GENERAL GOVERNMENT	
Town Clerk / Board of Registrars	3
Board of Selectmen / Town Manager	10
Commissioner of Trust Funds	12
Finance Department	14
Finance Committee	23
Legal Department	28
Moderator	29
Needham Contributory Retirement System	31
Personnel Board	32
PLANNING & COMMUNITY DEVELOPMENT	
Conservation Commission	33
Council of Economic Advisors	35
Planning Board	37
PUBLIC SAFETY	
Building Department	44
Fire Department	46
Police Department	48
EDUCATION	
Needham Public Schools	51
Minuteman High School	61
HEALTH & HUMAN SERVICES	
Needham Aging Services Division	66
Needham Public Health Division	70
West Suburban Veterans' Services District	81
Youth Services	85
PUBLIC WORKS	
Department of Public Works	92
PUBLIC FACILITIES	
Public Facilities – Construction	97
Public Facilities – Operations	103

TABLE OF CONTENTS	Page
COMMUNITY SERVICES	
Commission on Disabilities	109
Community Preservation Committee	111
Golf Club Advisory Committee	112
Human Rights Committee	113
Needham Historical Commission	119
Needham Free Public Library	120
Needham Housing Authority	125
Park and Recreation Commission	129
OTHER	
Norfolk County Commissioners	133
Norfolk County Registry of Deeds	134
Metropolitan Area Planning Council (MAPC)	136
Three Rivers Interlocal Council (TRIC)	146
Norfolk County Mosquito Control District	147
TOWN OFFICIALS	149
TOWN MEETING MEMBERS	166
TOWN OF NEEDHAM RETIREE INFORMATION	177
IN MEMORIAM	178
APPENDICES	
General Fund Balance Sheet	A-1
Total Government Funds – Combined Balance Sheet	A-2
Total Government Funds – Statement of Revenues, Expenses & Changes in Fund Balances	A-3
Enterprise Funds – Statement of Net Position	A-4
Enterprise Funds – Statement of Revenues, Expenses & Changes in Net Position	A-6
Enterprise Funds – Statement of Cash Flows	A-7
Trust Funds	A-8
General Fund – Statement of Budget Appropriations and Expenditures	A-11
Solid Waste Enterprise Fund – Statement of Budget Appropriations & Expenditures	A-16
Community Preservation Act – Statement of Budget Appropriations & Expenditures	A-17
Tax Rate Recapitulation	A-18

A Message from the Board of Selectmen

The Annual Town Report is a document that is issued each spring containing information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that had an impact on the operations of the Town in fiscal year 2016.

The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2018 proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.needhamma.gov. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the proposed budget are goals and objectives of the various departments, boards and committees for the coming year. A companion document to the Proposed Budget is the 2018-2022 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal year 2018 through 2022. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. The entire 2018 – 2022 Capital Improvement Plan is also available on the Town's website. The warrant for the 2017 Annual Town Meeting is also available online. It provides interested residents with the items that will be debated at the Town Meeting. The warrant includes the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2018. The warrant also includes a summary table of the Town's current debt obligations.

The Board of Selectmen and Town Manager wish to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall or visit www.needhamma.gov/committeevacancy.

Town of Needham Community Profile

Name: Town of Needham

Incorporated: 1711

Total Area: 12.61

Elevation: low elevation is 68 feet above sea level and the high is 298 feet above sea level.

Road Miles: 138

County: Norfolk

Population: 28,886 (2010 census)

Form of Government:
Representative Town Meeting

School Structure: K-12

FY2017 Tax Rate:
$11.89 Residential
$23.63 Commercial

FY2017 Average Single Family Home Value: $843,913

FY2017 Average Single Family Tax Bill: $10,034

Coordinates:
42° 16' 52" N 71° 14' 11" W

Town Hall Address:
1471 Highland Avenue
Needham, MA 02492

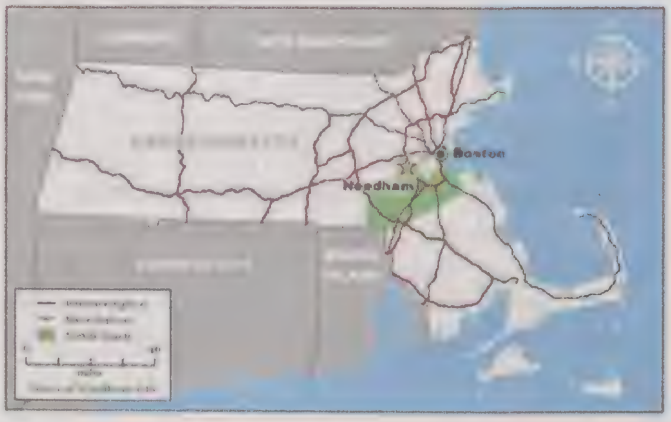
Website: www.needhamma.gov

Facebook: Town of Needham

Twitter: @TownofNeedham

The **Town of Needham** is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City.

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which shares the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.



GENERAL GOVERNMENT

TOWN CLERK

Theodora K. Eaton, MMC, Town Clerk
Helen F. Atkinson, Assistant Town Clerk
Sharon L. Tedesco, Department Specialist
Kevin T. Pendergast, Department Assistant
Joyce M. Carlezon, Part-Time
Lorraine Lederhos, Part-Time
Mary T. Hunt, Part-Time

Historically, the position of Town Clerk dates to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at Town Meetings and elections and provides a wide variety of services to the public as well as local, state and federal governments. The major functions of the Town Clerk's Office are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, Issuance of burial permits, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and the Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting. New is the State Ethics Commission's enabling act of 2009 which requires city and town clerks to provide municipal employees, including elected and appointed officials, with an annual summary of the Conflict of Interest Law as well as instruction on how to complete the mandatory online training requirements biannually. Another part of this legislation, the revision of the Open Meeting Law, provides that municipal clerks are now required to post meeting notices and agendas of all committees and boards at least 48 hours prior to the meeting exclusive of Saturdays, Sundays, and holidays. This seemingly simple requirement can be quite time consuming in a community of over 31,000!

The Town Clerk's Office is often considered the core of local government serving as the central information point for residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth and, until January 1, 2012, as licensing agents for the Division of Fish & Wildlife. At that time the Division of Fisheries & Wildlife began to issue licenses electronically. One of the requirements was that the State's vendor would withdraw license fees from the town's checking account on a weekly basis. Since this was not permitted by most communities (including Needham) we could not continue selling Fish and Game licenses. From July, 2000 until May, 2011 the Town Clerk's Office served as a Passport Agency for the U. S. Department of State. The U. S. Department of State has determined that offices in which birth certificates are issued can no longer serve as a Passport Agency. The Needham Town Manager's Office has taken over this process as a service to our residents.

The number of Town Meetings and elections varies from one fiscal year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any

specials called by the Commonwealth of Massachusetts or the Board of Selectmen). The Annual Town Election is held on the second Tuesday in April and the Annual Town Meeting begins on the first Monday in May per Needham's Town Charter. Fiscal Year 2016 was like Fiscal Year 2015. We held one Special Town Meeting on Monday, November 2, 2015 as well as the Presidential Primary on Tuesday, March 1, 2016 and the Annual Town Election on Tuesday, April 12, 2016. The Annual Town Meeting and Special Town Meeting were held in May. The following is a comparison of the number of elections and town meetings in Fiscal Year 2015 and 2016:

Fiscal Year 2015

- State Primary – Tuesday, September 9, 2014
- Special Town Meeting – Monday, October 27, 2014
- State Election – Tuesday, November 4, 2014
- Annual Town Election – Tuesday, April 14, 2015
- Annual Town Meeting – Monday, May 4, 2015
- Special Town Meeting – Monday, May 11, 2015

Fiscal Year 2016

- Special Town Meeting – Monday, November 2, 2015
- Special Town Meeting – Wednesday, February 10, 2016
- Presidential Primary - Tuesday March 1, 2016
- Annual Town Election – Tueday, April 12, 2016
- Annual Town Meeting – Monday, May 2, 2016
- Special Town Meeting – Monday, May 9, 2016

The Special Town Meeting of November 2, 2015 disposed of 14 articles in one session; the Special Town Meeting of February 10, 2016 disposed of 3 articles in one session. With two Senatorial Districts the Presidential Primary had a total of 8 ballots – Democrat, Republican, Green Rainbow and the United Independent Third Party – with 11,386 votes or a 55.42% turnout. The Annual Town Election for the election of Town Officers and Town Meeting Members had no contested races and a dismal turnout of 5.59% or 1,185 voters. Unfortunately this election is the most costly for the Town. The Annual Town Meeting beginning May 2, 2016 disposed of 52 articles in four sessions; and the Special Town Meeting of May 9, 2016 held within the Annual Town Meeting disposed of 10 articles.

FY2016 HIGHLIGHTS

The statewide vital records electronic birth program became a reality in 2011 and is working extremely well. The State Department of Vital Statistics continues to add birth records to the system currently dating back to 1987. With the new statewide electronic death module going 'live" as of September 1, 2014, the Board of Health turned over the designation of burial agent to the Town Clerk as of November, 2014. This has made the new electronic death system more efficient and effective. We are still waiting for the third vitals package to become live – marriage certificates. This has really modernized the vital records program statewide and is beneficial to all involved.

The Special Town Meeting of November 2, 2015 approved one General and two Zoning By-Law amendments. The General By-Law amendment changed the elected term of Moderator from one year to three years following the passage of a Home Rule Petition under Article 29 of the 2015 Annual Town Meeting (and subsequent passage by the State Legislature) to amend the term in the Town's Charter. The Annual Town Meeting approved seven Zoning By-Law amendments. Under Article 12 Town Meeting approved the FY2017 Operating Budget in the amount of $144,228,127. Total appropriations including the Fiscal Year 2017 Operating Budget approved at the Annual Town Meeting totaled $163,692,645. An additional $257,242 was authorized for borrowing which includes rescinding prior borrowing authorization in the amount of $11,758. The General and Zoning By-law amendments of all Town Meetings were subsequently approved by the Attorney General.

The following is a comparison of the Town of Needham's vital statistics compiled during the past six fiscal years.

VITAL STATISTICS

	FY2016	FY2015	FY2014	FY2013	FY2012	FY2011
Births to Residents:						
7/1/15 - 12/31/15	140	128	141	126	149	132
1/1/16 - 6/30/16	123	117	134	153	149	129
Total Births:	**263**	**245**	**275**	**279**	**298**	**261**
Deaths: Residents						
7/1/15 - 12/31/15	124	102	116	112	125	117
1/1/16 - 6/30/16	155	139	134	113	183	126
Residents:	**279**	**241**	**250**	**225**	**308**	**243**
Deaths: Non-Residents						
7/1/15 - 12/31/15	152	141	143	85	73	124
1/1/16 - 6/30/16	154	121	123	137	117	111
Non-Residents:	**306**	**262**	**266**	**222**	**190**	**235**
Total Deaths:	**585**	**503**	**516**	**447**	**498**	**478**
Marriages:						
7/1/15 - 12/31/15	52	46	45	49	51	69
1/1/16 - 6/30/16	17	17	44	33	30	31
Total Marriages:	**69**	**63**	**89**	**82**	**81**	**100**

Dog Licenses Issued:

7/1/15- 6/30/16	FY16	FY15	FY14	FY13	FY12	FY11
* Male & Female Dogs @ $25	205	192	193	145	238	164
* Spayed & Neutered Dogs @ $20	3062	2598	2782	2552	2513	2591
* Kennels @ $ 50	7	8	42	43	45	42
* Kennels @ $ 75	2	3	9	8	9	7
* Kennels @ $150.	1	0	0	0	0	0
Hearing Dogs - No Charge	0	0	2	0	0	0
Seeing Eye Dogs - No Charge	2	2	0	1	1	0
Transfers @ $1.00	7	5	0	7	5	3
Prior Years' Licenses (32 @ $20)	32	7	0	0	0	0
Prior Years' Licenses (2 @ $25)	2	0	9	0	0	0
Prior Years' Licenses (0 @ $10)	0	19	67	17	30	28
Replacement Licenses (27 @ $1.00)	27	24	19	21	16	31
TOTAL	**3345**	**2856**	**3123**	**2794**	**2857**	**2866**

* The Board of Selectmen voted to increase the dog license fees effective January 1, 2014. The dollar amount in the first five categories represents the new fee.

Fiscal Year Revenues Paid to Town Treasurer

Fiscal Year	2016	2015	2014	2013	2012
Passports	0	0	0	0	0
General Fees	114,973.90	89,964.85	104,885.10	100,086.90	82,911.30
Liquor Licenses	83,720.00	86,145.00	96,630.00	75,805.00	74,724.00
Other Licenses	21,470.00	23,249.00	24,387.00	20,498.00	19,823.00
Dog Licenses	67,738.00	57,744.00	61,635.00	29,368.00	30,731.00
Fish & Game	0	0	0	0	34.25
	$287,901.90	$257,102.85	$287,537.10	$225,757.90	$208,223.55
SOS, UCC	$0.00	$0.00	$0.00	$0.00	$0.00
Reimbursements	$0.00	$0.00	$0.00	$0.00	$0.00
Sub Total	$287,901.90	$257,102.85	$287,537.10	$225,757.90	208,223.55
Fish & Game Pd. to State	0	0	0	0	605.25
TOTAL	$287,901.90	$257,102.85	$287,537.10	$225,757.90	208,828.80

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening. Please check with the Town Clerk's Office for any changes in special evening hours.

BOARD OF REGISTRARS

John W. Day, Chairman, Barbara B. Doyle, Ann M. Cosgrove, Theodora K. Eaton

PURPOSE

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The remaining members are appointed by the Board of Selectmen for alternate three year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each. Our long time Registrar, Mary J. McCarthy, retired on March 1, 2013 after more than 35 years of service as one of Needham's Registrars. We wish her the very best in all future endeavors. She will be missed by all. Subsequently, the Board of Selectmen appointed a new Registrar effective March 19, 2013. We welcomed Ann M. Cosgrove as the newest member of the Board of Registrars.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual List of Residents (the Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The Board of Selectmen voted to change five of the ten polling locations effective with the April 8, 2014 Annual Town Election. The polling places have been designated as follows:

Precinct A - Center at the Heights
Precinct B - Center at the Heights
Precinct C - Newman School - Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Ctr
Precinct F - Needham High School - Gymnasium
Precinct G - Needham High School - Gymnasium
Precinct H - Broadmeadow School Performance Ctr
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School – Gymnasium

FY2016 HIGHLIGHTS

The Board of Registrars conducted two elections in Fiscal Year 2016 compared to three elections in Fiscal Year 2015 – the Presidential Primary in March and the Annual Town Election in April. Voter turnout for the Presidential Primary was a good with almost a 56% turnout. Voter turnout for the Annual Town Election was even worse than Fiscal Year 2015 and is the most costly to the town due to the ten precinct ballots.

Presidential Primary	**Tuesday, March 1, 2016**	**11,386 or 55.42%**
Annual Town Election	**Tuesday, April 12, 2016**	**1,185 or 5.59%**

The Annual Town Listing of Residents was conducted by mail again this year. Approximately 70% returned the census forms over a four month period. We then reviewed those addresses that had not responded and sent out follow-up census forms. Once again, the Annual Census included a request for Veteran status. The dog license application was included for the second year with instructions on how to license your dog on the new Online Pet Registration program.

In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding. It is very important to get a full and accurate count. In order to accomplish this, we need each and every household to send in their census forms. Hopefully the return will be even greater in 2017.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are permanently removed from the Town of Needham's voting list. Names were also removed because of death and other changes in voting status. Upon completion of the annual census, the total number of registered voters was 20,392 plus 1096 inactive voters. The 2016 population for the Town of Needham includes 31,189 residents plus 1096 inactive voters for a total of 32,285. The registered voters were comprised of 6,657 Democrats, 2,484 Republicans, 10,813 Unenrolled, 108 miscellaneous political designations. 1096 inactive voters brought the total number of registered voters to 21,488.

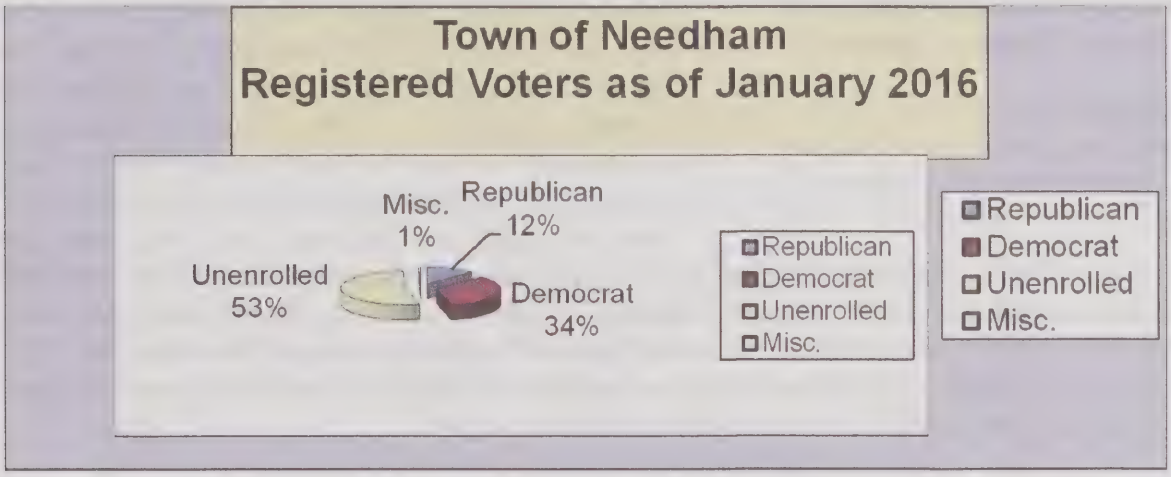
ANNUAL TOWN CENSUS POPULATION

YEAR	VOTERS	+ INACTIVE VOTERS	RESIDENTS	* ALL
1990	17,693	-----	28,568	
1991	18,284	-----	28,470	
1992	18,092	-----	28,134	
1993	18,504	-----	28,074	
1994	17,703	-----	28,384	
1995	18,212	-----	28,740	
1996	18,490	-----	29,156	
1997	19,306	-----	29,340	
1998	19,514	-----	29,925	
1999	18,237	1,159	28,630	29,789
2000	18,271	1,358	28,860	30,218
2001	18,741	1,111	29,019	30,130
2002	18,555	1,372	29,237	30,609
2003	18,593	900	29,376	30,276
2004	18,437	1,474	29,107	30,581
2005	18,712	994	28,996	29,990
2006	18,396	1,209	29,078	30,288
2007	18,642	1,043	29,414	30,457
2008	18,903	1,370	29,452	30,822
2009	19,463	934	29,973	30,907
2010	19,269	1,350	30,128	31,478
2011	18,802	1,320	29,636	30,956
2012	19,475	1,163	30,351	31,514

2013	20,340	579	30,720	31,299
2014	20,015	703	30,647	31,351
2015	20,008	933	30,513	31,446
2016	20,392	1096	31,189	32,285

* Includes Inactive Voters beginning in fiscal year 1999

The 2010 Federal Census was conducted in April, 2010 with a stated population for the Town of Needham of 28,886. It is interesting to note that the Federal Census counts students as living at their colleges and universities while the Town counts students as living at the home of their parents. This variation accounts for the difference in local and federal population totals. The Local Elections Districts Review Commission has approved the town's federal census numbers and this became effective on December 31, 2011. Subsequently, the Town's voters were notified of their new polling locations and all Representative Town Meeting members ran for election at the April 10, 2012 Annual Town Election. Those Town Meeting members who receive the top one-third votes received the three-year term. Those with the second one-third votes received the two-year term. And those with the last one-third votes received the one-year term.



TOWN MANAGER / BOARD OF SELECTMEN

BOARD OF SELECTMEN
Maurice P. Handel, Chairman
Matthew D. Borrelli, Vice-Chair
Marianne B. Cooley, Clerk
Daniel P. Matthews
John A. Bulian

Kate Fitzpatrick, Town Manager
Christopher Coleman, Assistant Town Manager/Operations
Elizabeth Dennis, Director of Human Resources (through December 2015)
Rachel Glisper, Director of Human Resources

DEPARTMENT STAFF
OFFICE OF THE TOWN MANAGER
Sandy Cincotta, Support Services Manager
Nikki Witham, Department Specialist
Louise Kempt, Department Assistant

HUMAN RESOURCES
Ellen Reulbach, Administrative Assistant
Chuck Murphy-Romboletti, Assistant Director of Human Resources

Board of Selectmen with two time Olympic Gold Medal Champion, Aly Raisman

The Board of Selectmen consists of five individuals elected for staggered three-year terms, and serves as one part of the Executive Branch of government for the Town, which it shares with other elected and appointed boards. The Board of Selectmen customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are generally held only once per month, and in April, when the Board's meetings are scheduled around the annual municipal election. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m., residents who wish to informally discuss matters with the Board may do so. Residents are asked to contact the office and make an appointment. Other meetings may be scheduled as needed and are posted at Town Hall and on the Town's official web site www.needhamma.gov.

The Board of Selectmen appoints a Town Manager, who, along with the Assistant Town Manager/Operations, is responsible for the administration of the day-to-day operation of the Town. The Director of Human Resources provides personnel and benefit management assistance to all Town Departments, Boards and Committees. The Assistant Town Manager/Operations, the Director of Human Resources, and the Assistant Town Manager/Finance serve with the Town Manager as the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

FY2016 IN REVIEW

Selectmen Organization

In April 2016, Daniel P. Matthews was re-elected to a three-year term on the Board of Selectmen. Following the annual Town election, the Board re-organized with Matthew D. Borrelli as Chairman, Marianne B. Cooley as Vice Chairman, and Daniel P. Matthews as Clerk.

PROGRESS TOWARD BOARD GOALS FOR THE COMMUNITY

The Board of Selectmen annual reviews its goals and objectives for the year. Progress toward community goals in FY2016 included the following:

Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.

- The Town acquired Owen's Farm and adjacent properties, which will enable the construction of the new elementary school that will replace the Hillside School. The project was approved at the November 8, 2016 election.
- The Board, along with the School Committee and Park & Recreation Commission, moved forward on the development of a land use master plan including DeFazio Complex, the Nike Site, the Hillside School site, Greene's Field and the Owens parcel.
- The feasibility study for the Department of Public Works/Public Services Administration Building was released in December 2015, including 470 Dedham Avenue as the preferred site for a new Public Works facility (along with an off-site storage facility).
- Selectmen Matthews and Selectmen Cooley actively participated in the subcommittee comprised of Minuteman communities to develop a prototype Inter-municipal Agreement leading toward adoption of a new Regional Agreement. Progress toward that goal is on-going.
- Town Meeting approved funding for a feasibility study of the future renovation or reconstruction of the Memorial Park Building.
- Work began on the feasibility study for the Public Safety Building and Station #2.

Maintain and improve the vitality and economic success of the Town.

- The first phase of the Downtown Streetscape Project – the replacement of the traffic signals and geometric changes to the intersections of Great Plain Avenue and Dedham Avenue, Highland Avenue, Chapel Street and Chestnut Street – began in the spring of 2016.
- The Town has been working to ensure that proponents seeking to develop in Needham Crossing are receiving the appropriate support.
- The Town participated in a public/private partnership to consolidate the dumpsters in the Chapel Street municipal parking lot.

Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.

- The Town held a Grand Opening Ceremony for its 3.5 megawatt Solar Array sited on the Town's capped landfill on Monday, April 25, 2016.

Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.

- An inventory of public water fountains and was developed with the assistance of the Public Works Department, Park and Recreation Department and Public Facilities Department. Bubblers were evaluated for operational condition and recommendations were made for upgraded replacement bubblers.
- The Board developed a process for reviewing applications for medical marijuana

dispensaries and held hearings with three applicants. A letter of non-opposition for one applicant was sent by the Selectmen to the Mass Department of Public Health.

- The Board approved the LIP and the ZBA approved the Comprehensive Permit for a friendly 40B rental housing project on Second Avenue. The Board has worked with representatives of Health & Human Services and the Council on Aging to create expanded programming at the Senior Center.
- The Town conducted its fifth annual citizen satisfaction survey.
- Town Meeting adopted upzoning for the Mixed-Use 128 zoning district to allow for retail and residential uses.

Maintain and Enhance the Town's Financial Sustainability.

- Town Meeting approved the creation of a Debt Service Stabilization Fund that will help the Town plan for facility financing.
- The Town has engaged a consultant to help review options for group health insurance for employees.
- The Town maintained its AAA bond rating.
- The Town completed an updated actuarial analysis for its Other Post-Employment Benefit (OPEB) liability.
- The Board reviewed and updated Design Review and Building Permit fees.

Evaluate Town Operations and Administration

- A Board and Committee handbook was completed and disseminated in conjunction with the Town Clerk.
- Many of the Board of Selectmen policies have been updated as to style, format and consistent numbering system. This process will continue to be ongoing until it is completed and all policies are on the Town's website.
- The Board approved a new structure for management evaluation and compensation.

OTHER HIGHLIGHTS

- Two Selectmen and the Town Manager traveled to Daxing District, Beijing China to sign a letter of intent to create a formal sister city arrangement.
- The Town recruited and hired a Director of Human Resources, Fleet Supervisor Water & Sewer Superintendent, and Police Chief.
- The Board settled collective bargaining agreements with the Custodians and Trades Union, Police Union and Police Superior Officers Association.

COMMISSIONERS OF TRUST FUNDS

Jack Cogswell, Vice-Chairman (elected to serve May 2016 to April 2017)
Joseph P. Scalia, Chairman (elected to serve April 2016 to April 2019)
Heydon Traub, Secretary (elected to serve April 2015 to April 2018)

Our mission as Commissioners of Trust Funds (COTF) is twofold: 1) prudent investment of Needham's various Trust Funds, using a long-term horizon, and 2) prudent disbursement of Trust Funds in a manner consistent with the donor's wishes. Our third goal is to increase the number of assets we oversee, and to prudently grow those assets.

The Commissioners review the investment policy annually. This review resulted in the Needham COTF formally updating our investment policy for Trust Funds in 2009 and again in 2011, specifying a percentage target range of asset allocation among various asset classes. This policy delineates our target asset allocation among various asset classes. Trust Funds are pooled for investment purposes, (yet accounted for separately), which allows for a reduction of management fees and a broadly diversified portfolio, including Fixed Income investments, and Domestic and International Equity securities.

The COTF currently has oversight of 81 trusts. About 60% of assets are Needham school related, with most of these trusts earmarked for scholarships, awarded annually to Needham High School graduating seniors. About 20% of the assets in the overall Needham Trusts are for general use purposes of our town Library. The remaining 20% of trusts are for a wide variety of purposes, such as Parks and Recreation, the Council on Aging, Domestic Violence Prevention, the Community Revitalization Trust, Drug and Alcohol Abuse Prevention, and others.

Through contributions to existing trusts, establishment of new trusts, prudent financial management, and modest investment market gains, the Trusts have grown over the past ten years from a total of $3.8 million at the end of fiscal year 2005, to about $6.6 million at the end of fiscal 2016.

In complying with the various trust agreements we emulate a time honored practice used by Foundations and Endowments, to disburse about 4% of a Trust's balance each year, irrespective of the earnings in the prior year. With the goal of realizing a return from our Trust's diversified portfolio in the 6%-8% range per annum over a market cycle, we thus expect the value of the Trusts to grow slightly and preserve the inflation-adjusted value of the Trusts for future generations. This fiscally disciplined approach allows a more predictable annual stream of disbursements, rather than relying on the rate of return in any one particular year, and has been well received by the beneficiaries of the Trusts.

Our third goal is to increase the visibility of the Town Trust Funds. Contributions to existing trusts are always welcome, and a new trust to benefit some aspect of town life can be established for as little as $5,000. The Trust Fund Commissioners continue to seek contributions and bequests from civic minded citizens with a desire to improve our community for present and future generations. We are eager to assist in the establishment of additional trusts, and will work with town residents, estate planners and attorneys to establish a Trust for any worthy civic purpose. A trust is a wonderful way to commemorate an individual, a special event, or to support a designated Town purpose.

We also believe that the Trust Funds' investment strategy could be beneficial to other Needham organizations. For example, funds raised and held in low interest bank accounts, by private and non-profit town groups and organizations, with the approval of Town Meeting, could be moved to the Needham Trust Funds roster and thus take advantage of the lower management fees and investment diversification that the larger pool of assets allows. Please contact the Commissioners or the Town Treasurer's office if you or your organization would like further information about the Town Trusts. Your contributions are tax deductible.

FINANCE DEPARTMENT

David Davison, Assistant Town Manager Director of Finance; ***Accounting:*** *Michelle Vaillancourt, Town Accountant; Therese Altieri, Assistant Town Accountant; Terry Caruso, Payroll Coordinator; Lisa McDonough, Department Specialist; vacant, Accounts Payable Administrative Specialist;* ***Assessing:*** *Hoyt B. Davis, Jr. Director of Assessing; Nancy Martin, Assistant Director of Assessing; Karen Rogers, Department Specialist; Stanley Winston, Field Assessor;* ***Information Technology Center:*** *Roger MacDonald, Director of Management Information Systems; Benjamin Anderson, GIS Database Administrator; Steve Freeman, Computer Operator; Stephen McGrath, Technology Support Technician; Matthew Tocchio, Network Manager; Terry Wolfson, Applications Administrator;* ***Office of the Parking Clerk:*** *Tom Leary, Parking Clerk* ***Procurement:*** *Tatiana Swanson, Finance and Procurement Coordinator;* ***Treasurer/Collector:*** *Evelyn Poness, Town Treasurer and Tax Collector; Diane Ryan, Assistant Treasurer Collector; Kristin Bent, Department Assistant 2; Zhiwen Fung, Department Specialist; James "Gordon" McMorrow, Department Assistant 1; Marie Northup, Department Specialist; vacant, Administrative/Office Support Specialist.*

DEPARTMENT DESCRIPTION

The Department of Finance consists of the offices of Assistant Town Manager/Director of Finance, Accounting, Assessing, Information Technology, Parking Clerk, and the Treasurer/Collector. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Board of Selectmen, Finance Committee, and other interested parties on the Town's financial condition. Services provided include, but are not limited to, preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees Town compliance with the Uniform Procurement Act, and hears appeals on and enforces the collection of parking fines. The Department also provides and supports system-wide applications and the Town's computer network. The Information Technology Center (ITC) also supports and hosts a number of specific software applications for various functions of municipal government.

The Department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the Federal and State government. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the $138 million general fund budget, $15 million in special revenue, $15 million in enterprise funds (water, wastewater and solid waste), as well as trust funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes the payroll including all monthly, quarterly, and annual reports for Town and School employees. On a weekly basis, the Department processes hundreds of invoices for payment to vendors, and for services and supplies procured by Town departments.

PERSONNEL CHANGES

In February 2016, Caren Goldberg who was the part-time Administrative/Office Support Specialist in the Treasurer/Collector Office moved on to other opportunities outside of the Town. A new member joined the Department of Finance last year, Stephen McGrath as Technology Support Technician in the Information Technology Center. Mr. McGrath replaced Stephen

Goold who left the Town employ in April 2016 for another opportunity. Terry Caruso, who served as the Accounts Payable Administrative Specialist in the accounting division, was promoted to the Payroll Coordinator position in July 2016. The position was previously held by Suzanna Patch who was offered a new opportunity by the Needham Public Schools as a Human Resource Specialist. We welcome Stephen McGrath to the Finance Department, congratulate Terry Caruso on her promotion, and wish Caren Goldberg, Stephen Goold, and Suzanna Patch well with their future endeavors.

FY2016 HIGHLIGHTS

Most all budgeted appropriations occur at the Annual Town Meeting which is held prior to the start of a fiscal year. Subsequent appropriations and line item amendments are made at a special town meeting usually held in the fall. Often the subsequent actions are known or expected at the time of the Annual Town Meeting, but are not presented or acted upon at that time because additional information or other requisite action is needed. Usually in May, prior to the June 30 fiscal year end, Town Meeting acts on other requests for budget line transfers and reallocation of operating resources to capital, other financial warrant articles, and formal reserves. The final budget total for fiscal year 2016 was amended upward by $771,000, a change of 0.6% from the original budget. The original budget was approved at $135,799,837.

The Town increased its appropriation for general debt service to $11,474,301 at the November 2015 Special Town Meeting. This represented a change of $250,000. The increase was used to pay down additional short term debt rather than converting to long term bonds.

The Town also increased funding for the group health insurance, employee benefits, and administrative expense budget by $196,000 for additional health insurance costs. This increase was not unexpected at the time the fiscal year 2016 budget was presented to Town Meeting in May 2015, but there were several variables which could impact the cost for the year, which included premium increases, changes in the number of positions in the School and Town departments, plan selection by employees which may change due to the increases in the premiums, and actual enrollment. The estimated range of additional funds needed for the budget was between $260,000 and $280,000 over that of the initial funding. However, because the Town expected to have better information regarding enrollment and hence a more precise estimate on the cost, the additional funding request was taken up in the fall.

An $185,000 increase to the Classification Performance & Settlements budget was approved to set aside funds for the unsettled union contracts and anticipated changes to the various non-represented employee compensation schedules C, G, and K. Schedule C provides the wage rates for the various part-time, seasonal, and temporary positions which the Town hires throughout the year. Schedule G is the salary and wage rates for full-time and permanent positions in Town Government and Schedule K represent the compensation plan for department managers who are not otherwise covered under a separate employment contract.

The fiscal year 2016 Reserve Fund was increased by $140,000. The Reserve Fund change is one that often occurs in the fall when new revenues are identified that could supplement the annual reserve. The Reserve Fund is one of the budgets that provides budget flexibility and is relied upon as a fund to help cover snow and ice removal costs that come in above budget.

During fiscal year 2016, the Town realized actual revenue over budget of $4.5 million, and budget savings of $4.6 million relative to expenditures. Revenues in excess of budget were higher than the prior year, and the budget return was notably higher than the fiscal year 2015 return of approximately $2.0 million. The overall results were better than in recent years.

The increase in the so-called New Growth property tax revenue for fiscal year 2016 remained strong, but was less than the amount of new growth revenue in fiscal year 2015. The strength in the growth of new tax revenue was due to the ongoing strong demand for new residential construction and increased commercial development, particularly the Needham Crossing business park. New Growth revenue for 2016 was approximately $3.7 million or 3.4% more than the prior year's base tax levy (the tax levy less excluded debt) compared to $3.9 million for fiscal year 2015, an increase of 4% over the fiscal year 2014 base tax levy. The ten-year average increase for New Growth was 2.6%.

Motor vehicle excise tax revenue continued to grow and came in at $1.5 million over budget and 7.4% more than actual receipts in fiscal year 2015. Revenue generated from other taxes and penalties was more than $1.1 million over estimate, and was 30% more than the fiscal year 2015 actual revenue. This was a much higher percent than last year, due to collections on some long-term past due taxes which resulted in a very high amount of penalty and interest income ($728,071 for FY2016 vs. $300,493 for FY2015). Revenue from licenses and permits continued to be strong due to the robust real estate market and a significant amount of commercial and residential construction. Permit income was $2,314,222 compared to $1,702,030 in the prior year, an increase of more than $600,000. Overall total actual General Fund revenue for fiscal year 2016 was $8,051,623 more than the total for fiscal year 2015. The combination of motor vehicle excise, permit and license revenue, and other local tax receipts contributed approximately 80% of the total General Fund surplus, up from the 73% that these sources made up for 2015.

The General Fund operating budget, which accounts for most of the expenditures, returned $4,406,846 or approximately 3.2% of the operating budget appropriation; the return for fiscal year 2015 was $1,944,545 or approximately 1.5% of the appropriation for that year. The highest dollar turn back was from the budgetary reserve fund in the amount of $1,002,505, approximately 23% of the total operating budget return. The return was much higher than usual because of the milder winter which resulted in a much lower snow and ice expense than in recent years. The snow and ice removal budget for fiscal year 2016 was $404,000 and total actual expense was $775,062, which required a transfer from the budgetary reserve fund of $371,062. This compares to the budget for fiscal year 2015 of $400,000 and a total actual expense of $1,713,370, which required a transfer of $1,313,370.

The Needham Public Schools returned $519,301 or 0.8% of the original budget of $61,480,687, which compares to $87,330 (0.2%) that was returned in 2015. The Public Facilities Department returned $526,459 or 6.1% of its budget. The turn back came almost equally from personnel $272,904 and expenses $253,555. The milder winter also contributed to lower energy expenses that accounted for most of the expense budget turn back. The personnel savings was due to vacancies. The Police Department returned $513,084 (8.2%), which was primarily due to vacancies; approximately 88% ($452,997) of the department turn back; this compares to the $532,994 that was returned by the department in fiscal year 2015. The Fire Department also had a number of vacancies during the year which accounts for most of the $434,442 that was

returned, 98% ($425,890). The other 18 departments returned $715,865 or 4.5% of their combined amended budgets for the year.

The Townwide expense budgets (excluding the budgetary reserve fund) returned a combined $695,190 or approximately 1.9% of their related total amended budget.

The General Fund balance for fiscal year 2016 was much higher than 2015. Fund balance was approximately $37 million for fiscal year 2016 compared to $29.5 million for fiscal year 2015, a 25% change. The unassigned portion of the General Fund also improved with a balance of $21 million for 2016 compared to $15.2 million for 2015. The 2016 balance was higher than the prior year due to the higher revenue surplus and the larger budget turn back. Another contributing factor was that the Town did not appropriate all of its available Free Cash. Free Cash is essentially the portion of the unassigned General Fund balance that the Massachusetts Department of Revenue will allow to be appropriated by the Town.

The Free Cash certified for fiscal year 2016 was $6,890,372; the amount certified for use during fiscal year 2015 was $6,207,875. The Town appropriated all but $700,000 of that Free Cash. The Town used a significant amount of the Free Cash for capital investment, special finance warrant articles, and reserves. The Town's use of Free Cash for funding the subsequent fiscal year operating budget was in line with management's guidance of not more than two-percent of the previous year's final budget (excluding the budgetary reserve fund) or the actual turn back, whichever is less. The Town appropriated $2,639,117 of the Free Cash for cash capital which included $1,200,000 for public roads and related infrastructure improvements, $591,169 in core fleet and special equipment investment, $563,794 in cash capital for the Needham public schools, and $169,154 directed to other various General Fund cash capital improvements. The balance of $115,000 was for two feasibility studies: $65,000 to investigate options for high school classrooms and $50,000 for improvements to the Memorial Park building and grounds. The Town appropriated $400,000 for general facility repairs and maintenance and $153,222 for various projects and programs. The Town also appropriated Free Cash to the special purpose stabilization funds. Management continues to recommend that the Free Cash certified be directed to cash capital investment, formal reserves, and other non-recurring expenses and that a limited amount be used for the operating budget. The Board of Selectmen voted to endorse this best practice.

The Town was informed that the Massachusetts School Building Authority will be a partner with the Town to help fund the construction of a new elementary school to replace the Hillside elementary school. The new school will be constructed on property acquired by the Town along Central Avenue in Needham. The estimated total cost of the project, including property acquisition, is $66 million. The estimate to be paid by the MSBA is $12.5 million with the balance to be financed by long-term debt. The debt service has been exempted from the limits imposed under Proposition 2-1/2 by a vote of the citizens.

The Town made no draw against any of its appropriated stabilization accounts: Athletic Facility Improvement Fund, Capital Improvement Fund, Capital Facility Fund, and General Stabilization Fund. At the November 2015 Special Town Meeting, the Town approved the creation of the Debt Service Stabilization Fund. The Debt Service Stabilization Fund is to be one of the tools used to manage the financing demands for the various building and facility improvements under study.

The Town appropriated $344,496 to the Athletic Facility Improvement Fund at the May 2016 Annual Town Meeting. The Town also appropriated $612,595 to the Debt Service Stabilization Fund that was established in November 2015. At the May 2016 Special Town Meeting, the Town appropriated $29,296 to the Capital Improvement Fund. These funds came from unexpended monies from prior appropriations that were no longer needed. The Town also made equal contributions of $320,186 to the Athletic Facility Improvement Fund and Debt Service Stabilization Fund at the May 2016 Special Town Meeting. These contributions to the various funds help to maintain the Town's commitment to maintain its public facilities and to have funds available to address an immediate critical need at a time when other financial resources are unavailable or very limited and the project should not be delayed.

Submitted as part of the Annual Town Report and can be found in the appendices are the following fiscal year 2016 reports:

1. General Fund Balance Sheet
2. Total Governmental Funds Combined Balance Sheet
3. Total Governmental Funds Revenues, Expenditures, and Changes in Fund Balances
4. Statement of Net Position for each of the three enterprise funds
5. Statement of Revenues, Expenses and Changes in Net Position for each of the three enterprise funds
6. Statement of Cash Flows for each of the three enterprise funds
7. Statement of Budget Appropriations and Expenditures
    a. General Fund
    b. Solid Waste Enterprise Fund
    c. Sewer Enterprise Fund
    d. Water Enterprise Fund
    e. Community Preservation Administrative Budget
8. Schedule of Trust Funds
9. Tax Rate Recapitulation as Approved by the Department of Revenue

Below are the individual statements by the different divisions within the Finance Department. Finally, if you have any questions or concerns, please do not hesitate to make contact. Members of the Department of Finance strive to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties. You may also find more financial information from the Town's web page www.needhamma.gov/finance.

Accounting Office – The office staff processed a total of 55,023 paychecks/direct deposits during fiscal year 2016. The staff reviewed and processed 29,375 invoices from vendors for payment, 1,584 expense reimbursements, and 345 contracts. The office also reviewed and processed 2,460 encumbrance requests plus an additional 1,044 revision requests during the fiscal year.

Encumbrances Processed		
Department	FY2015	FY2016
Building Department	8	6
Commission on Disabilities	5	3

Encumbrances Processed		
Department	FY2015	FY2016
Department of Public Works	741	726
Finance Committee	2	3
Finance Department	196	212
Fire Department	102	114
Health and Human Services	116	133
Historical Commission	3	-
Memorial Park	1	2
Municipal Lighting Program	6	5
Municipal Parking Program	11	15
Other Functions	7	20
Park & Recreation Department	107	111
Planning and Community Development	38	40
Police Department	111	113
Public Facilities	352	758
Public Library	80	83
Town Clerk & Board of Registrars	28	36
Town Counsel	18	11
Town Manager	129	69
Total	2,061	2,460

The accounting office is also responsible for posting all revenue received to the General Ledger, and performing outside departmental audits and reconciliations needed for the annual independent audit. The office staff also must prepare and file various Federal and State reports such as the employer quarterly tax return filing of withholdings (Form 941), annual W2 and 1099 tax statements to employees and vendors, balance sheet and filing for Free Cash certification, and various revenue and expenditure reports to the Department of Revenue. All of those reports have stringent deadlines.

Assessing Office - The Assessing Office is responsible for the administration of a wide range of state laws pertaining to *ad valorem* taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, are done on an annual basis. Information related to all residential, commercial/industrial and personal property is maintained and updated on an ongoing basis. Upon the completion of the Annual and Special Town Meetings, and receipt of warrants from county and state funding sources, the financial information is processed in preparation for the setting of the tax rate by the Board of Selectmen and the Board of Assessors at the annual classification public hearing.

The Assessing Office staff completed 100% of all the inspections of properties that were issued permits by the Building Department which added value to the property. All these inspections were completed prior to June 30, 2016. This is the statutory deadline for the collection of New Growth for the following fiscal year.

The residential real estate market values in Needham continued moving upward since the review last year, with the median single family home sale price moving up slightly from the prior year. Over the past five years the median single family home sale price has jumped 33%, while the condominium median sale price has gone up over 70%. At first glance, the median condominium price in 2016 seemed to have dropped significantly, but that was not actually the case. The $660,000 median condominium sale price in 2015 was driven by the sale of numerous high-priced, newly constructed units. The result of that was a sharp rise in the value of older condominiums throughout town. The smaller condominium units, while lowering the median sale price to $580,000, still sold for more than they did in the previous year or two. As required by the Massachusetts Department of Revenue, property assessments have reflected this upward curve. With the exception of properties values which were affected by new construction or additions to existing structure, the single family home values should remain stable for fiscal year 2017. While analysis of the single family home sales that occurred during calendar year 2014 was within the statistical parameters acceptable by the Department of Revenue, the strong 2016 real estate market will undoubtedly require an upward adjustment across many neighborhoods in the coming year.

The nomenclature change from "The Industrial Park" to "Needham Crossing" has become a physical change which is obvious by a quick trip from the Highland Avenue to Great Plain Avenue ramps off Route 128, where the new Trip Advisor headquarters and Marriott Inn now dominate the landscape. The slight upward trend in the values of income properties will be reflected in fiscal year 2017, and is sure to continue as the restoration of office space formerly occupied by General Dynamics and the 400 unit residential project move forward making Needham Crossing a more desirable alternative for emigres from the higher-priced Boston commercial real estate market.

The evolution from industrial park to Needham Crossing has had an added benefit with regards to the type of taxable business personal property being reported. Filing cabinets and phone systems have been supplemented by cutting edge blade servers and data processing equipment resulting in increased new growth for the tax levy as this high end technology has a much shorter useful life than the traditional file cabinet, thus has to be replaced more often by the next generation of equipment that emerges.

The passage of the Municipal Modernization Act brought some changes to the way the Assessor's office will operate going forward. The most significant of these changes will be to the property assessment recertification cycle from every three years to every five years, and the consolidation of the Overlay accounts into a single account as opposed to individual accounts tied strictly to specific fiscal years. The Overlay account is to cover statutory exemptions and abatement refunds.

As always, the office processed thousands of auto excise bills in addition to processing numerous applications for Excise and Real Estate abatements, multiple statutory exemption requests and daily information requests from internal and external sources.

Type of Property	FY2015	FY2016
Single Family	8,372	8,378
Condominium	811	870
Two Family	251	239

Type of Property	FY2015	FY2016
Three Family	14	14
Four + Family	27	25
Other Property	6	6
Vacant Land	161	161
Chapter Land	13	13
Mixed Use	25	24
Commercial	391	385
Industrial	40	40
Personal Property	590	600
Total Accounts	10,701	10,755
Total Taxable Value	$8,838,727,746	$9,068,188,822
Value Including Exempt Property	$9,510,940,341	$9,752,260,517

Information Technology Center (ITC) –Throughout fiscal year 2016 the Information Technology Center supported the day to day technology needs and requests of the multiple Town departments as well as been involved in projects across all of those departments. The ITC continues to support hardware and software across fifteen Town buildings, approximately 350 users and upwards of 450 physical devices. The Center consists of six individuals, each concentrating in a specific area of support, but we also have some needed overlap in core functions so certain day to day procedures can be addressed by multiple members of the department. During the beginning of the fiscal year the Information Technology Center needed to hire a new Applications Administrator, as the previous Applications Administrator left, and during the last quarter of the fiscal year members of the Information Technology Center had to cover the work of the Technology Support Technician who also left. Covering the work and hiring employees puts a strain on the day to day operations and impacts the longer term projects. During the year, ITC staff provided technical support and advice on several building and other construction projects. These projects included the Downtown Intersection Improvements, Public Safety Feasibility Study, Rosemary Recreation Complex Design, and the statistical monitoring of the new Solar Array constructed on the former landfill at the Recycling and Transfer Station.

The Information Technology Center continued work on security and infrastructure improvements that allowed the networks in the Public Safety Building and Fire Station 2 to be separated from the general business network. Working with the Needham Fire Department and Department of Public Works, the Information Technology Center began implementing mobile devices to support processes out in the field. In support of the Fleet Division of the Department of Public Works, the Information Technology Center upgraded the fleet and gas software as well as incorporated a mobile diagnostic tool and fleet maintenance scheduling. The Information Technology Center provided support to the Needham Public Library with an increase in the number of wireless access points throughout the Library as well as technology upgrades to the Library Community Room.

Other projects that the Information Technology Center staff was involved included the installation of the sign board at the Recycling and Transfer Station and the upgrade of mail room

equipment which included a postage processing machine and a folding and stuffing machine. In support of School Administration, the Information Technology Center setup the Powers Hall as temporary workspace for School employees while asbestos remediation took place at the Emery Grover Building. Other applications that ITC helped to install, support, update, or upgrade included software updates to the IBM hardware that supports the Town's revenue application, updates to general ledger application, the implementation of the CivicMobile app for a more streamlined access to the Town using smartphones, and the online dog registration program for the Office of the Town Clerk.

Parking Clerk - The on-street and municipal parking lots within the Town are administered through several different Town departments. The Police Department conducts enforcement activities in response to the needs of the community. The Highway Department performs installation of signs and meters and repairs and maintains equipment and parking lots. Within the Treasurer/Collector's office, the Finance Department is responsible for the collection of fines and penalties and the resolution of parking appeals through the office of the Parking Clerk.

The office of the Parking Clerk holds office hours to hear appeals. Requests for appeals are accepted in person, by mail and online. Ongoing contact is maintained between all Town departments involved in parking activities, and a fair and impartial process for investigating and resolving disputes is in place. Inspections of existing parking meters are regularly conducted and meters needing repair are reported to the Department of Public Works Highway Division which responds promptly with the necessary repairs.

	FY2015	FY2016
Tickets	5,116	5,047
Appeals	473	369
Appeal %	9.25%	7.31%

Treasurer/Collector - The Office of the Treasurer/Collector receives and invests all revenue received by the Town. In maintaining these funds, safety, liquidity, and yield are the basis for all decision making. The safety of Town funds is of utmost importance. Sufficient balances must be maintained to ensure the timely paying of all expenditures including payroll, accounts payable and debt service. Balances in excess of expenditures must be invested in a prudent manner in accordance with state statutes. Due to the volatility in the open market even the most conservative investments have limited options. The Treasurer earned $111,638 in interest income for the General Fund during fiscal year 2016, which was an increase over the $101,273 earned during fiscal year 2015. Although there was a slight upturn in interest rates, they remained essentially flat for over five years. The outlook for fiscal year 2017 is a minimal increase in interest income although interest rates continue to remain below one percent in most instruments in which the Treasurer is legally allowed to invest.

During fiscal year 2016 the Treasurer/Collector assisted, thanks to the generosity of Needham residents, in the award of $8,150 in property tax relief to the elderly and disabled and an additional $18,700 in property tax assistance was provided to qualifying Needham households.

The Treasurer issued $6,645,000 in long term debt to refund/refinance existing debt to take advantage of lower interest rates and issued a $10,438,860 in short term debt. Needham submits financial data to Standard and Poor's (S & P) credit rating agency. Once again S & P returned a rating of AAA on all long term debt and a rating of SP-1+, the highest rating possible on short term debt. The total long term debt outstanding as of June 30, 2016 was $85,544,217.

The Treasurer/Collector ensures that all bills, i.e. real estate, personal property, excise, and water and sewer utilities are billed timely and in accordance with state statutes. The continued monitoring and pursuit of delinquent accounts is essential to maintaining a strong collection rate. During fiscal year 2016, approximately $127.2 million in billed revenue flowed through the Treasurer/Collector Office. The collection rate for all receivables billed through the department remained high. The property tax collection rate remains very strong with more than 98% paid by the due date.

Real Estate Tax Collections	$112.7 million
Motor Vehicle and other Excise	$ 5.6 million
Personal Property Tax Collection	$ 5.9 million
CPA Surcharges	$ 2.0 million
Other Tax Collections	$ 0.4 million
Ambulance Bills	$ 0.6 million

	FY2015	FY2016
Sewer and Water Bills Issued	45,702	45,783
Real & Personal Property Tax Bills Issued	42,714	43,121
Motor Vehicle Excise Bills Issued	28,949	29,290
RTS Sticker Applications	2,004	2,737

FINANCE COMMITTEE

Louise Miller, Chair
Richard Zimbone, Vice Chair
Barry Coffman
Tom Jacob
Kenneth Lavery
Richard Lunetta
Louise Miller
Richard Reilly
Carol Smith-Fachetti
Louise Mizgerd, Analyst

MISSION

Under the Needham By-Laws, the Finance Committee is responsible for recommending a balanced budget for the following fiscal year to Town Meeting for its consideration and vote. Of equal importance, the Finance Committee makes recommendations to Town Meeting on capital requests and other issues with financial implications through open discussion and reliance on policies and principles of sound fiscal management. The Committee is mandated by state law to "consider any and all municipal questions for the purpose of making requests or recommendations to the town." Massachusetts General Laws, Chapter 39, Section 16.

The Finance Committee works cooperatively with the Town Manager, School Superintendent and School Committee each year to recommend a balanced budget to Town Meeting that meets the changing needs of the Town while being fiscally prudent. In order to fulfill its duties of

presenting a balanced budget and making capital spending recommendations to Town Meeting, the Finance Committee asks detailed questions of department managers and town administrators. Because requested expenditures often exceed projected revenue, these questions are not only worthwhile but essential to developing a balanced budget. The process includes meetings, site visits, research, and analysis by the Finance Committee on behalf of Town Meeting members and the citizens they represent. The Finance Committee strives to ensure that Needham is financially secure, and that the Town can maintain its infrastructure and preserve the essential services which benefit its residents.

FISCAL YEAR 2016 HIGHLIGHTS

Debt Financing Policies -- During FY2016, the Finance Committee reviewed the Town's existing debt policies to consider whether the debt policies are still serving the Town well in light of planned upcoming capital projects. The Finance Committee continues its efforts to ensure that funds are spent wisely and that Needham residents are not subject to an unreasonable tax burden.

Debt Service Stabilization Fund -- The Finance Committee carefully reviewed the proposed Debt Service Stabilization Fund. The Finance Committee supported the creation of the new stabilization fund, given reassurances that any funds set aside would have a limited purpose and would be used as needed, and that the fund would be dissolved when the need had passed.

CAPITAL PROJECTS

High School Space Needs -- The Finance Committee continued to examine the issue of crowding at the High School. In Fiscal Year 2016, at the November 2015 Special Town Meeting, the Finance Committee recommended and Town Meeting approved an article to fund a cafeteria expansion project at the High School. The Finance Committee plans to participate in the development of enrollment projections moving forward.

Rosemary Pool Complex Design -- The Finance Committee carefully considered the designs and costs for the proposed Rosemary Pool Complex. The Finance Committee considered the affordability of the project in the context of the other projects in the Facilities Master Plan also in need of funding. The Committee expressed reservations about the high cost of the project, especially in light of the limited seasonal use of the pool and the number of residents expected to use the facility. Town Meeting voted to appropriate funds to complete the engineering and permitting phase of the Rosemary Pool Complex.

Public Safety Buildings -- The Finance Committee supported funding for an expanded feasibility study, supported by appropriations at Special Town Meetings in October 2015 and February 2016, that will assess the needs and make recommendations for the Police and Fire Station 1 building, as well as the Fire Station 2 building.

Hillside School Replacement -- In Fiscal Year 2016, the Finance Committee carefully considered the purchase of new property as a site for a new elementary school. The consensus was that the resulting school would best meet the Town's needs, at a reasonable cost.

Minuteman School District -- At a Special Town Meeting in February 2016, the Finance Committee recommended, and Town Meeting approved, an article to accept the proposed

amendments to the Minuteman district agreement. This was the result of years of work, and was required before much-needed capital improvements could be pursued. At the 2016 Annual Town Meeting, with the Finance Committee's support, Town Meeting voted to authorize the Minuteman School Committee to issue bonds to fund the capital project.

OPERATING BUDGET RECOMMENDATION FOR FY2017

Each year, the Finance Committee must develop an operating budget for the following year to recommend to Town Meeting. The Finance Committee began the FY2017 budgeting process during FY2016 in an environment of steadily improving economic growth. Needham has experienced strong revenue growth, much of which is attributable to new growth in the tax base. Needham's property taxes, local receipts and state aid figures were all projected to increase in FY2017.

BUDGET PROCESS

The Finance Committee began its budget process in December 2015, when Town departmental spending requests and the School Department's initial budget request were submitted to the Finance Committee for review.

The Finance Committee held hearings to review the budget request of each the Town department, board, and committee. As every year, in preparation of a budget recommendation for FY2017, the Finance Committee:

- carefully reviewed every spending request on its own merit and with regard to the impact of each request on resident services and the Town's infrastructure;
- met with the Town Manager, department managers, the Superintendent of Schools, School Committee members, school administrators, and leaders of committees and boards to discuss operational and capital needs;
- held budget hearings with each department; and
- deliberated each request in depth.

The Finance Committee's goals and philosophy in reaching a balanced budget recommendation were to:

- maintain essential services currently provided to citizens and other user groups;
- sustain commitment to infrastructure spending;
- preserve and strengthen financial security;
- encourage long-term planning; and
- evaluate requests for new or additional services and expenditures.

The Finance Committee received the Town Manager's executive budget and revenue estimates on January 26, 2016. As mandated by law, the Town Manager's executive budget included a recommendation for the School Department's FY2017 budget. In accordance with the Town by-laws, the School Committee also transmitted its voted budget request to the Finance Committee.

The Finance Committee found that the department managers' FY2017 spending requests overall were carefully considered and mindful of the need for fiscal discipline. Nevertheless, health insurance premiums continue to increase faster than the rate of revenue growth. The School

Department's budget growth also exceeds revenue growth, attributable to increasing special education and transportation costs. While the Town makes significant efforts to moderate these increases, such as joining consortiums with other towns or renegotiating contract terms where possible, some of the causes of cost increases remain beyond our control.

FY2017 OPERATING BUDGET HIGHLIGHTS

As in previous years, the Finance Committee's recommended budget for FY2017 provided for level services in most areas of the budget and also allowed limited additional funding for increased services. The budget was reorganized for better transparency. Energy costs were shifted from various department budgets, such as Public Facilities, Public Work, Police and Fire Departments, into one consolidated new energy line in Townwide Expenses called Needham Electric, Gas and Light Program.

TOWNWIDE EXPENSES

Townwide Expenses continued to reflect rising health insurance premium rates in the Employee Benefits line. The Retirement Assessments budget was increased to make further progress on unfunded pension liability following last year's determination to decrease the projected rate of return on fund assets.

DEPARTMENT BUDGETS

The budgets for almost all Town departmental budgets increased modestly in FY2017 due to cost-of-living salary adjustments. Salaries represent a significant portion of the Town's operating budget since the Town's main business is providing services to residents.

The Finance Committee recommended adding a Project Manager in the FY2017 Public Facilities Construction Division to provide additional service. The salary for the position will be funded in part through the operating budget, while the remaining funding is expected to be charged to capital project budgets. The Finance Committee also recognized that there was a need for an additional Environmental Health Agent in the newly merged Department of Health and Human Services based on public safety reasons.

FY2017 BUDGET: PUBLIC EDUCATION

Minuteman Regional Vocational Technical School: The Minuteman School assessment in the FY17 budget that covers operating costs is increasing due to an expected increase in student enrollment from Needham. The capital costs associated with the Minuteman School are expected to increase significantly in the coming years as the district embarks on a capital project to build a replacement facility.

Needham Schools: Additional staff was budgeted to initiate a new therapeutic program at the High School. The new program is designed to meet certain needs of some students who might otherwise have to seek services outside the district. There was also an increase in the School Department's technology budget to continue funding the 1:1 technology initiative.

The Finance Committee's FY2017 recommended operating budget was structured to meet the current needs of the Town and Schools and to allow for expansion of services in a few limited areas that have proven additional needs. Ultimately, the budget recommended by the Finance

Committee for FY2017 was balanced and fiscally sound, reflecting improved efficiencies and services, and was poised to meet future needs.

CASH CAPITAL SPENDING RECOMMENDATIONS FOR FY2017

The Finance Committee received the Town's Capital Improvement Plan for FY2017 – FY2021 in early January 2016. The Town's annual capital spending is funded predominantly from three distinct fiscal sources: Free Cash, debt within the tax levy, and excluded debt. Free Cash is a source of funds generated from unspent appropriations or revenue that was higher than projections in a previous year. $1,491,117 from Free Cash was allocated for FY2017 cash capital needs. A number of items that had been carried as cash capital were moved into the operating budget because they did not meet the Town's stated definition for capital based on the cost and useful life of the item. The General Fund cash capital appropriation for FY2017 primarily included repairs to public facilities, feasibility studies for projects in the Facilities Master Plan, energy efficiency upgrades, smaller infrastructure needs, and planned vehicle replacements.

FUTURE OPPORTUNITIES AND CHALLENGES

The Town has recently seen a period of higher-than-average revenue growth. New growth in Needham Crossing has helped to expand the tax base. Additional revenue is also expected from the new solar energy project. In addition, the Town has been able to refinance or pay off some existing debt due to favorable interest rates, leading to notable savings. Increases in the Town's revenue stream such as these provide an opportunity for improved services and facilities if handled prudently.

The Town's proposed capital projects such as the replacement for the Hillside Elementary School and the Rosemary Pool Complex and the new Police and Fire stations will require new borrowing. The new elementary school will be funded with excluded debt, which means that, pursuant to a Townwide vote, dedicated taxes will be collected for that debt outside of the levy limit. It is expected that an additional debt exclusion will be needed to fund the Police and Fire stations. The Finance Committee will closely monitor the debt service burdens being undertaken by the Town. It is critical to be mindful not only of the Town's financial condition but also of the tax burden placed on taxpayers by these new projects. The Finance Committee will also examine the increases in operating costs that can be expected with new and expanded facilities.

The School budget presents concerns as it continues to increase at a rate higher than revenue growth due to some increases in enrollment in the general and special education programs as well as additional mandates and expanded services. The Finance Committee encourages further development of programs to provide services to students that might otherwise need services outside of the district. While initial costs of new programs can appear high, the long-term costs are generally much lower than the costs of services that are obtained out-of-district. The Finance Committee encourages a continuation of efforts to contain the rising costs of transportation, such as collaborating with other districts, which are proving to be effective. The Finance Committee will monitor increasing costs for technology which have recently been moved into the School Department operating budget, to ensure that these costs do not crowd out other budgetary priorities.

CONCLUSION

The budget recommended by the Finance Committee for FY2017 was balanced and fiscally sound, reflecting improved efficiencies and services. Fiscal restraints and continued anticipated revenue growth should position the Town well to meet its future needs.

The Finance Committee remains committed to working with the Town Manager, School Superintendent, Board of Selectmen, School Committee, School Administration, Town Administration, Department Managers and other Town leaders in order to encourage careful long-term planning. This is particularly important now with the Town embarking on a number of significant capital projects. The Finance Committee believes that long-term planning efforts will help the Town to be ready for the challenges that lie ahead.

The Finance Committee deliberates the operating and capital budgets and other issues with fiscal implications to the Town fairly and openly at all times. The Committee meets on select Wednesdays from September through June, and the public is encouraged to attend any meeting. The meetings and agendas are posted with the Town Clerk at Town Hall and placed on the main calendar on the Town's website. Members of the Committee are appointed by the Town Meeting Moderator. Each Finance Committee member dedicates countless hours to considering issues and developing a budget that is a fair and equitable to recommend to Town Meeting. The Committee believes that its independent and objective recommendations help keep Needham a thriving and vibrant community.

LEGAL DEPARTMENT

David S. Tobin, Town Counsel

PURPOSE

The Legal Department of the Town of Needham provides Legal services to all of the Town Departments, attends all sessions of Town Meetings and Selectmen's Meetings, and meets with other Boards when requested. The Legal Department drafts and approves contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

FY2016 HIGHLIGHTS

During fiscal year 2016, commencing July 1, 2015 and ending June 30, 2016, in addition to the advice given to Town officials on a daily basis, Town Counsel accomplished the following: Town Counsel represented the Town, its boards, officers and employees in various courts and before various administrative agencies. It handled all related litigation matters, unless covered by a contract of insurance.

Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, School Department, Department of Public Works, Planning Board, Board of Health, Police Department, Fire Department and Conservation Commission. Town Counsel provided legal assistance in the acquisition of real estate. The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose.

The Legal Department engaged and worked with outside counsel to represent the town in the following matters:

- Labor relations
- Cable Television
- Environmental matters
- Affordable Housing
- Solar Power
- Real Estate Closings.

FY2017 FORECAST

In fiscal year 2017, Town Counsel shall continue to provide legal services to town agencies at a reasonable cost.

MODERATOR

Michael K. Fee, Moderator

Department Staff: None
Budget: Zero

MISSION

The Town Moderator is a volunteer elected official who presides over Needham Town Meeting. Our Town Meeting is a "citizen legislature" comprised of "members," each of whom is elected from one of Needham's 10 precincts and several "at large" members who are elected officials – including the Moderator – and chairs of certain elected boards in our town. Under Massachusetts law and Section 14 our Town Charter, Town Meeting is the ultimate authority over all municipal affairs. For example, each year Town Meeting must vote to authorize how much money will be spent on all Town services, including schools, public works, public safety and public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of long-term debt by the Town of Needham. In short, in the words of our Charter, Town Meeting exercises "all powers vested in the municipal corporation." The Moderator also appoints citizens to committees such as the Finance Committee, the Personnel Board, the Community Preservation Committee and the Youth Commission.

FISCAL YEAR 2016 HIGHLIGHTS

- Our Town Meeting convened three times in FY2016: a Special Town Meeting held on November 2, 2015, a Special Town Meeting held on February 10, 2016 and our Annual Town Meeting (which also included a Special Town Meeting) held in four sessions in May 2016. All meetings were held at James Hugh Powers Hall, the "Great Hall" in Needham Town Hall.

- The November 2015 Special Town Meeting addressed a 14-article warrant that included important matters such as revisions to Needham's zoning by-laws, the authorization of

certain improvements to Needham Hugh School, as well as a feasibility study for a new Fire Station No. 2. The Special Town Meeting was dissolved in honor of John Winslow Lebourveau, a community volunteer and former member of Town Meeting.

- The February 2016 Special Town Meeting was called primarily to address modifications to the regional agreement for the Minuteman Regional Vocational School District. The Special town Meeting was dissolved in memory of Richard "Dick" Remnitz, a longtime community volunteer and member of Town Meeting.

- During the Annual Town Meeting in May 2016, Town Meeting Members were presented with a Warrant containing 52 articles, including the authorization of a FY2016 operating budget of over $144 million and many other important actions. The Annual Town Meeting was dissolved in memory of John "Jack" Marr, a World War II veteran, longtime community volunteer and former Needham Selectman.

- The Warrant for the Special Town Meeting held within the Annual Town Meeting in May contained ten articles, comprised of budget adjustments for the current fiscal year and the authorization of bonding for a renovation project at the Minuteman Regional Vocational School. The Special Town Meeting was dissolved in memory of the late William H. "Bill" Dugan, a veteran, long-time volunteer and member of Town Meeting for 25 years.

- In Fiscal Year 2015, the Town of Needham website continued to be a vital resource for Town Meeting Members. Through the website, Members may access copies of our Warrant, the Town Clerk's Minutes and informational materials on specific articles that come before Town Meeting.

- One week prior to the Annual Town Meeting in May, Warrant Meetings sponsored by the Needham League of Women Voters were held at the Center at the Heights. The League helped arrange. Publicize and conduct these meetings, which were preceded by an orientation session I ran for newly elected Town Meeting Members.

- I have continued my participation in the Massachusetts Moderators Association, where I have access to the best practices employed by Moderators around the Commonwealth and with which I formerly served as a member of the Board of Directors.

- The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report for FY2016. I personally pay for any expenses I incur, such as the preparation of educational materials for new Town Meeting Members, dues to the Massachusetts Moderators Association and travel to meetings.

I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. As mentioned above, the Moderator appoints all members of the Finance Committee, the Personnel Board and several members of other boards and committees, including the new Community Preservation Act Committee, Future School Needs Committee and the Youth Commission, as well as appointing

our representative to the Minuteman School Committee I am proud of the citizens I appointed to serve their fellow citizens in various positions during Fiscal Year 2016. Any citizen who wishes to be considered for a position appointed by the Moderator should feel free to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

Retirement Board
Evelyn Poness, Chair
Sandra Cincotta
John Krawiecki
Robert Mearls
Thomas Welch

Staff
Juanita Hearns, Administrator
Mary Gerber, Administrative Assistant

Instituted in 1937, The Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. The System, governed by a five member Board, is a fund of $144 million. The five members include two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four members with the approval of the Public Employee Retirement Administration Commission. The Board meets on the second Wednesday of the month.

The Board is responsible to its members, the employees of the Town, for the investment of their retirement funds, to inform them of their rights to retirement benefits, and convey any changes in the law which may impact benefits. Prudent cash management and conservative investment of funds has provided a net increase of 9.4 % since we joined the Pension Reserves Investment Trust in June 1985.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees working a minimum of twenty hours per week. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers. Needham Teachers are administered by the Teachers' Retirement Board. Active members contribute 5, 7, 8, or 9% of their regular compensation. This is determined by the date upon which the employee becomes a member of the System.

Members become vested after ten years of service. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification. For those entering public service in Massachusetts as of April 2, 2012, there will be changes to the retirement calculation with regard to age factors, minimum age for retirement and the use of the highest five year average annual rate of regular compensation.

The Town annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pensions costs. The Board has accepted a new actuarial study as of January 1, 2015. Needham's pension obligation will be 100% funded by the year 2030.

PERSONNEL BOARD

Patricia Forde, Chairman	***Human Resources Department***
Joseph Herlihy	*Rachel Glisper, Director*
Vivian Hsu	*Chuck Murphy-Romboletti, Assistant Director*
Richard Lunetta	*Ellen Reulbach, Administrative Coordinator*

PURPOSE/MISSION/AUTHORITY

The Personnel Board is a four-member Board appointed by the Town Moderator. The Personnel Board advises the executive branch on strategic human resources and collective bargaining matters. In its duties, the Board is assisted by the Human Resources Department. The Board works closely with the Town Manager during the development of the classification and compensation plans, personnel policies, and making recommendations to Town Meeting as it deems appropriate. The Personnel Board adopts and amends personnel policies on an ongoing basis.

FY2016 ACCOMPLISHMENTS AND ACTIVITIES

Classification:

- Reclassification for positions in the Engineering and Human Resources Departments

Compensation/Classification:

- Approval of the FY16 Management Compensation proposal
- Revisions to Schedule C – updates to Min Wage positions and Special Detail Workers 1 and 2
- Revisions to Schedule A

Collective Bargaining Agreements:

- BCTIA MOA approval
- Police Officer/Sergeant MOA approval
- Police Superiors MOA approval

PLANNING & COMMUNITY DEVELOPMENT

CONSERVATION COMMISSION

Janet Bernardo, Chair
Artie Crocker
Stephen Farr
Peter Oehlkers, Vice Chair
Cory Rhoades
Alison Richardson
Sharon Soltzberg
Matt Varrell, Director of Conservation

PURPOSE

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to staggered three-year terms. The Commission is responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131 Section 40) and the local Wetlands Protection Bylaw (Needham General Bylaws Article 6). The Commission receives and reviews applications for projects involving work within, or within one hundred feet of, wetlands, rivers, streams, and ponds, and within 200 feet of perennial rivers and streams. In addition to their statutory obligations, the Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation;
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases;
- Educating the public about the importance of protecting wetlands and other open space; and
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

The Conservation Commission is assisted by the Conservation Division within the Town of Needham Community Development Department and includes a full-time Director of Conservation, a part-time Conservation Specialist and a part-time Administrative Assistant.

FY2016 ACTIVITIES AND ACCOMPLISHMENTS

Over the course of the year, the Commission continued to see a steady flow of applications primarily for the construction of single-family homes and additions. During FY2016, the Conservation Commission met formally a total of twenty-one (21) times and held a total of thirty-seven (37) public hearings (refer to Table 1).

Table 1: FY2016 Conservation Commission Application Filings & Requests

Type of Application Filing / Request	Number
Notice of Intent[1]	22
Request to Amend Order of Conditions[1]	3
Request for Determination of Applicability[1]	11
Abbreviated Notice of Resource Area Delineation[1]	1
Extension Permit[1]	0

Type of Application Filing / Request	Number
Emergency Certification	1
Certificate of Compliance	28
Minor Modification Request	14
Enforcement Order	5
Trail Maintenance Notification Form	0
DPW Generic Permit Activity Notification Form	1
Exemption Letter	11
Conservation Restriction	3
Notice of Non-significance	0
TOTAL	**100**

[1]Filing involved a public hearing

In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to modify, extend or close out existing permits. The Commission handled forty-two (42) of these requests during this fiscal year. The Conservation Division also coordinates with the Town of Needham Department of Public Works and Public Facilities, and provides professional expertise on town projects in a growing and more restrictive environmental regulatory time period. Finally, for that small percentage of projects that occur within the Commission's jurisdiction without obtaining a permit in advance, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY2016, five (5) projects required the issuance of an Enforcement Order in order to restore or protect wetland resource areas.

The Conservation Division continued its ongoing work to implement the Comprehensive Trails Master Plan in addition to oversight and management of existing conservation lands. Building on the success of FY2015, the Conservation Division continued progress in implementing the Master Plan, including coordination and acquisition of CPC funding for another "hitch" by the Student Conservation Association (SCA) to improve town trails. The 10-day SCA project resulted in an extension to the Fuller Trail boardwalk at Ridge Hill Reservation and the construction of a wooden footbridge on the Farley Pond Trail at Farley Pond Reservation. During FY2015, the work was completed on the Fuller Trail boardwalk. The Division also participated in the design and permitting of the Needham Accessible Reservoir Trail (NART) with the goal of construction in FY2018. Additionally, the Conservation Division continued implementation of the Ecological Management Plan for Ridge Hill Reservation. In cooperation with Park & Recreation, the Conservation Division initiated the update of the Town of Needham Open Space and Recreation Plan. This significant project is anticipated to be completed in the spring of 2017.

The Commission encourages the involvement of all interested Needham residents in helping to preserve the natural resources of the Town and expand their use and appreciation. The Commission generally meets the second and fourth Thursday of each month at 7:30 p.m. and all Needham citizens are invited to attend.

The completed Fuller Trail boardwalk, with an expansion added by the Student Conservation Association, at Ridge Hill Reservation (August 2016).

COUNCIL ON ECONOMIC ADVISORS

Matthew Talcoff (Chair)
Glen Cammarano
Maurice Handel
Thomas Jacob
Janet O'Connor
Martin Jacobs
Robert Hentschel
Michael Wilcox
Bruce Herman
Elizabeth Grimes
Bill Day
Brian Nadler
Matthew Borrelli
Peter Atallah
Rick Putprush
Devra Bailin, Economic Development Director, Staff Liaison

MISSION

The CEA was established by the Needham Board of Selectmen ("BOS") to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses. The CEA studies issues and makes proposals to the BOS to foster growth and economic development in Needham. It works closely with the Director of Planning and Community Development and the Planning Board to effectuate zoning changes necessary to implement economic goals.

FY2016 HIGHLIGHTS

In prior fiscal years, the CEA studied and initiated changes to NEBC use and dimensional zoning to allow greater flexibility in uses and greater density and height, which changes were recommended by the BOS and Planning Board and adopted by Town Meeting. These changes enticed TripAdvisor to return to Needham and resulted in an historic first Tax Increment Financing to be approved by Town Meeting. Construction of this game changer has been completed. The changes have also permitted the proposed redevelopment of the General Dynamics' site, which include an additional hotel, retail and restaurants, 390 units of multi-family housing and rehab space for growing companies like SharkNinja. This year, the CEA proposed additional zoning changes to make the creation of amenities easier. In May, Town Meeting amended the By-Law to allow retail, restaurant and other consumer amenities to be located in single story buildings.

The CEA continues its efforts in branding Needham Crossing and has been working cooperatively with Newton on the N^2 Innovation District. Federal matching funds were obtained to study the area's place in the innovation community and to create a sustainable marketing plan to help grow the concentration of such businesses. Implementation of the recommendations in the Camoin study has been initiated through the Newton Needham Regional Chamber in order realize the benefits of joint marketing. In addition, the CEA has worked with the Babson Consulting Club members to refine ideas for an organization and marketing plan to enhance Needham Crossing. It is also exploring options for gateway and highway signage to enhance name recognition.

Continuing its efforts to increase Needham's visibility along Route 128, the CEA studied and proposed changes to the Mixed Use-128 district to allow residential development in the district. Based on community meetings, which supported the concept of true mixed use development in this zone, the Economic Development Department prepared draft zoning and preliminary fiscal impact analysis. The CEA then obtained funding from the Mass Housing Partnership to engage an expert, John Connery, to study the fiscal impacts of such development. Fiscal impacts were analyzed and the zoning refined. The overlay zoning amendments went before Town Meeting in May 2016 as an economic initiative program and was overwhelmingly approved. For its efforts in approving multi-family housing (despite having reached our 10% affordable housing mandate), the Town was awarded a housing hero award by the Mass Housing Partnership.

The CEA has made the streamlining of permitting a priority. Through its Downtown Subcommittee the CEA continues to work with the Planning Department, Board of Selectmen and the Planning Board to implement additional changes to create a less cumbersome permitting process. Work in underway to implement changes in addition to those already adopted by Town Meeting.

The CEA also established as a priority the support of independent locally-owned businesses in Needham, especially in relation to the vibrancy of the downtown. Through the Newton Needham Regional Chamber's Needham Economic Development Committee, CollectiveNext, a company owned by Needham residents, has begun an initiative to Reimagine Needham Center. By bringing together community representatives in highly interactive collaborative brainstorming sessions, the Committee intends to create a vision and plan for ensuring the immediate and future cultural and economic vitality of Needham Center. The CEA is participatory in these efforts.

The CEA through its Industrial Zoning District Subcommittee held public meetings and discussed zoning changes to up-zone certain areas along Route 128, which are critical areas of economic development now constrained by restrictive zoning. Draft zoning was discussed but until the CEA received funding from Town Meeting in May 2015 to formalize build-out, traffic and elevation impacts to the areas in question, efforts could not move forward. Although further delayed by the closure of the Elliot Street/Central Avenue bridge project, the CEA is revitalizing its efforts and intends to finalize its zoning recommendations in the near future.

The Economic Development Department has worked closely with various organizations, including the Needham Business Association, Newton Needham Regional Chamber, N^2 Innovation District committees, 128 Business Council, and others to promote economic development throughout Needham. Those relationships have increased Needham's profile as an economically desirable area to develop. The fiscal rewards of the CEA's efforts are evident in the increased revenues realized from the growth in our commercial areas.

PLANNING BOARD

Elizabeth J. Grimes, Chairman
Paul S. Alpert, Vice-Chairman
Martin Jacobs
Jeanne S. McKnight
Ted Owens

STAFF SUPPORT
Lee Newman, Director of Planning and Community Development
Alexandra Clee, Assistant Planner
Karen Sunnarborg, Community Housing Specialist
Devra Bailin, Director of Economic Development

PURPOSE

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications
- Outdoor Restaurant Seating Applications

* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to the Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)

Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

FY2016 ACCOMPLISHMENTS AND ACTIVITIES

ORGANIZATION/STAFFING Fiscal Year 2010 saw the creation of a Planning and Community Development Department. Previously, the four community development and land use functions had been performed in three Departments namely, Planning, Conservation, and the Board of Appeals. Under the 2010 reorganization the Planning and Economic Development functions were retained under a single budget and the Conservation and Zoning Board of Appeals budgets were combined to create a new "Community Development" budget. A Director of Planning and Community Development was appointed with oversight of both the Planning and Economic Development budget and Community Development budget. A new Administrative Assistant position was created to support the Planning, Economic Development, Conservation and Zoning functions of the Department. The goal of the reorganization was to meet the identified needs of the then existing departments, to improve operational efficiency, and to enhance service delivery. In Fiscal Year 2015 a further consolidation occurred with the merging of the Planning, Economic Development, Conservation and Board of Appeals budgets into a single Planning and Community Development budget. We believe that the reorganization has been successful in improving operational efficiency, interdepartmental coordination and thus has enhanced service delivery to Needham's constituents. In Fiscal Year 2013, the Planning and Economic Development Department added a part-time Community Housing Specialist position. The Housing Specialist provides administrative and technical support relating to affordable housing issues, coordinates the efforts of various town boards and committees in the development of affordable housing opportunities, and assists in the implementation of the Town's Community Housing Plan.

PERMITTING In its capacity as a special permit granting authority, the Planning Board in FY 2016 processed 12 new applications as "Major Projects" under the Site Plan Review By-Law and issued 13 amendments on previously approved "Major Projects". In addition, the Board reviewed and approved 4 subdivision plans and 3 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 32 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals where warranted.

During the fiscal year the Department continued its practice of tracking the turnaround time required for its Major Project Site Plan Special Permits and subdivision applications as a way of monitoring the effectiveness and timeliness of our permitting process. Within the monitoring period, the Department tracked the time that elapsed between filing an application and scheduling a public hearing; between the close of the public hearing and the issuance of the decision; and between the Board's action and the filing of the written decision with the Town Clerk. The goal was to schedule a public hearing within 5 weeks of receiving an application; to issue a special permit decision or subdivision decision within two weeks of the close of the public hearing; and to file the written decision within 5 business days of permit issuance by the Board. The articulated goals were met for all three studied criteria in Fiscal Year 2016. During the affected time line 12 new Special Permit applications and 4 Subdivision applications were processed. Public hearings were held on average within 28 days of application receipt, decisions were issued within 11 days of the close of the public hearing, with written decisions filed with the Town Clerk within 8 days of permit issuance. Total average time required to process an application was 83 days with a minimum of 32 days and a maximum of 270 days. Included in the subdivision permits during the fiscal year was one outlier project where additional time was required to enable the Petitioner to provide supplemental analysis and plan modifications.

NEEDHAM CROSSING BUSINESS CENTER PLANNING The Planning and Economic Development Division has focused on the recommendations outlined in the Needham Crossing Business Center Planning study completed in the fall of 2011 and its implementation at the Center 128 project site. Plan review and permitting for Center 128 comprising three components was conducted by the Division as follows: Center 128 West, Center 128 East, and the 2nd Avenue Residences. The Center 128 West Development, approved by the Planning Board in April of 2013, includes 740,000 square feet of office space and a 128-room hotel and two parking structures. The hotel was completed and opened in 2013. The 288,346 square-foot office building located at the corner of 1st Avenue and B Street was recently completed and occupied by its tenant, Trip Advisor, in July 2015. The Center 128 East site is currently occupied with 514,992 square feet of office space and is occupied by General Dynamics. The site will be redeveloped with 420,429 square feet of office space, 19,000 square feet of retail space, a 128 room hotel and surface parking area. A decision on this project by the Planning Board was issued in early November 2015. The 2nd Avenue Residences site is currently surface parking lots used by General Dynamics. The site will be developed with 390 apartment units and structured parking. A decision on this project by the Board of Appeals was issued in late December 2015 with construction expected to begin in March of 2017. In summary, Center 128 at completion will include four new office buildings and two renovated buildings totaling 1,160,400 square feet, two 128-room hotels, 19,000 square feet of retail space and 390 residential housing units. Parking for 4,100 cars distributed across 3 structured parking garages along with surface parking for 778 cars is also planned. The combination of elements is expected to be completed by June of 2019 and will represent a major step forward in the implementation of the vision developed for the district.

Securing grants for roadway improvements in the Needham Crossing area to complement the anticipated build-out continues to be a priority. At a meeting with the Secretary of Housing and Economic Development for the Commonwealth and the Massachusetts Office of Business Development we were told that grants, like former MassDOT Public Works

Economic Development (PWED) grants, are really only available once new development on a site is proposed. If there are infrastructure and/or other impediments to development which must be provided by the public (e.g. reconstruction of Highland Avenue, new traffic signals, streetscape amenities), the funds may become available. Consequently, we have coordinated with Newton to resubmit a joint MassWorks grant for funding the improvements on Needham Street and Highland Avenue. Once construction on the Normandy project was begun, we stepped up efforts to secure the funding and were successful in obtaining funding for the first phase of development, namely Highland Avenue in Needham Crossing and Oak and Christina Street in Newton. Separate funding was obtained for the design and construction of the signal at First Avenue. In addition, the City and Town were successful in getting the Boston Region Metropolitan Planning Organization (MPO) to fund the remainder of the project in 2018. The Planning and Economic Development Division continues to work with Newton to try to locate funding for an engineering feasibility study of the unused MBTA rail running parallel to Needham Street and Highland Avenue. Both municipalities realize that mass transit is the only way to realize full economic development within the N^2 corridor. Lastly, the Division has worked with the City of Newton on the new N^2 initiative project. The N^2 group obtained funding from the Federal Economic Development Commission to match public and private gifts for a total of $100,000.00 to create a sustainable marketing initiative for the corridor. The report was completed in FY 2016 and includes an overall marking plan for the corridor and specific recommendations for attracting high tech and life science industries to the locale.

NEEDHAM CENTER PLANNING The Planning and Economic Development Division further continued with the implementation of the Needham Center Planning effort providing staff support to the Downtown Streetscape Working Group charged with the development of streetscape concepts for the Needham Center area. The one year effort led to the development of a Streetscape Master Plan that will serve as a comprehensive guide for future streetscape improvements in the Needham Center area. Currently the Planning and Economic Development Division is involved in the implementation of the first phase of the plans recommended street improvements at Great Plain Avenue between Dedham Avenue and Chapel Street. Furthermore, as recommended in the Needham Center Plan, a detailed marketing plan for the downtown was created through a collaborative effort between the Division and Babson College under their Management Consulting Field Experience program.

REZONING INITIATIVES In Fiscal Year 2016 the Planning Board offered five major zoning initiatives as follows:

Permitted Uses in the New England Business Center District

In the 2011, Town Meeting adopted sweeping changes in the New England Business Center Zoning District, both as to uses and as to dimensional requirements. At that time, retail, consumer services, restaurants and similar uses dealing directly with the general public were allowed either by right or by special permit on the ground floor of multistory buildings only. Because of market forces, there is a continued demand for rehabilitation/redevelopment of existing industrial one-story buildings. There is also a need for consumer facilities in the Needham Crossing area generally and in the New England Business Center zoning district specifically. To that end the amendment now permits the above noted facilities to be permitted in one story buildings.

Amend Zoning By-Law, Maximum Building Bulk

Prior to the adoption of this article, underground parking areas were included in the calculation of Floor Area Ratio. As a result, there was no incentive to create underground parking, as it would reduce the maximum size of the building above. This article now allows the Planning Board to grant a special permit to exempt underground parking areas from the calculation of Floor Area Ratio in the Chestnut Street Business District, Avery Square Business District and Hillside Avenue Business District where current parking is limited. The amendment thus removes an existing dimensional impediment to mixed-use and housing development in the named districts thereby allowing such desired upgrades to move forward.

Amend Zoning By-Law, Special Permit Granting Authority

Historically, the Planning Board had sole jurisdiction as relates the issuance of special permits in the Center Business District. When Section 7.4.2 of the Needham Zoning By-Law was amended in 2014 to lower the threshold requirement for the issuance of a site plan special permit in the Center Business District, the Planning Board's singular special permit jurisdiction was inadvertently affected. This article reinstates such jurisdiction by specifically naming the Planning Board as the special permit granting authority for all permits related to use irrespective of whether site plan review has been triggered.

Amend Zoning By-Law, Retaining Walls

This article amended the Zoning By-Law by adding a new section (Section 6) creating a tiered approach for regulating retaining walls over 4 feet in height. Under prior zoning regulations retaining walls covering less than one hundred square feet and having a height of less than 8 feet were unrestricted as to location on the lot. Retaining walls exceeding the noted parameters were defined as structures governed by the building height and setback standards of the zoning district in which they are located. This later provision effectively permitted a retaining wall having a height of 35 feet to be placed 5 feet from a side property line as-of-right in the Single Residence B zoning district.

In recent years, the construction of retaining walls has increased, most notably in and around terrain-challenged lots creating irreversible, permanent effects on the Town's overall landscape, its neighborhoods, and abutting properties.

The retaining wall regulations as adopted would allow retaining walls less than 4 feet in height and having a length not exceeding 40 percent of the lot's perimeter to proceed as-of-right; such shorter walls would be exempt from the building permit, design review and setback requirements of the underlying district. Taller walls greater than 4 feet in height would require an increased level of review depending on height and required setback from front, side and rear property lines. The retaining wall provisions are applicable to all districts and uses including residential, commercial, and institutional properties.

Amend Zoning By-Law, Minimum Side and Rear Setback for Accessory Structures

Accessory structures, like sheds and detached garages, are allowed under the current Zoning By-Law to be within five feet of the side or rear property line in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional districts. With the proliferation of construction, the Building Commissioner and the Planning

and Community Development Department have received numerous complaints about such accessory structures being built within five feet of a neighboring property even though they are two or two and a half stories tall. Allowing 35 foot structures to be constructed so close to the property line is not consistent with the spirit of the Zoning By-Law with regard to accessory structures and creates a massing not intended. The amendment as adopted now requires any accessory structure over 15 feet in height to comply with the zoning district's rear and/or side setback requirements.

OTHER PLANNING STUDIES Planning Studies currently underway and recently completed are as follows:

Mixed Use Residential Overlay: An update to the 2001 Goody Clancy Zoning and Land Use Study for Needham Crossing to create a viable residential overlay in the Mixed Use-128 and adjacent Highland Commercial-128 zoning district was initiated in August of 2014 and completed in September of 2015. Implementation of the study results were accomplished by a zoning amendment presented at the May 2016 Annual Town Meeting which established the purposes to be served by the Mixed-Use Overlay District including: permitting a mix of residential and commercial uses on the same site or within the district, establishing controls which will facilitate responsible development while protecting the Town's fiscal and other interests, permitting flexible development on individual lots, and providing housing for workers in Needham Crossing. The amendment further sets out the procedure for seeking a Master Special Permit from the Planning Board in the Overlay and establishes specific special permit and site plan review requirements. Lastly, the article describes the geographical boundaries of the new Mixed-Use Overlay District which includes all land in the Mixed-Use 128 District and the portion of the Highland Commercial-128 District located north of Highland Avenue.

Housing Strategies Policy: A draft Housing Production Plan that meets state requirements under the provisions of 760 CMR 56 was prepared. The plan provided updated demographic, economic and housing characteristics and trends data, identified priority housing needs and annual production goals, and described strategies for the Town to implement to meet these needs and production goals. A public forum on September 23, 2014 was held to provide information on housing needs and to obtain input into priority strategies. With the submittal of the 390 unit 40B project at Needham Crossing and the Town's meeting of the required 10% threshold of affordable housing units required under 40B, the plan has been further revised to reflect this milestone. A Housing Strategies Policy statement has been developed in the alternative and was presented to both the Planning Board and Board of Selectmen for review and adoption.

Large House Zoning Study: Data indicates the demolition of older, smaller and less expensive homes has become the principal source of lots for the construction of new single family houses leading to concerns with overall building mass, neighborhood context and economic diversity. Accordingly, in Fiscal Year 2014, the Planning Board appointed a citizens' task force, consisting of business people, residents, and various civic groups, to study residents' concerns regarding the tearing down of smaller and less expensive houses and their replacement by much larger single-family houses. Public workshops on the topic were held by the task force in the spring of 2016 to solicit public input. A final report with

policy recommendations for land-use regulations was issued in November of 2016. Zoning articles implementing task force recommendations are planned for the May 2017 Annual Town Meeting.

Land Use and Zoning Study for the Industrial-1 and Industrial Districts: Funding for a Planning Study of the Industrial Districts along 128 was approved by Town Meeting in May 2015. The districts are being reviewed in terms of their use profiles and dimensional requirements. A build-out analysis, traffic impact analysis and elevation drawings are planned. Zoning implementing the vision and goals are anticipated in November of 2017.

FUTURE CHALLENGES

The key challenges facing the Planning Board and Department over the course of the next five years will be securing the successful implementation of the Needham Center Plan and the Land Use and Zoning Plan for the Needham Crossing Business Center. The State has made mixed-use smart growth development, as envisioned in the Needham Center plan, a priority and has provided the financial assistance required to secure its implementation. Ensuring that Needham takes advantage of its key strategic advantage, namely, four commuter rail train stations, to access those funds and to promote plan objectives remains a key priority and challenge. Additionally, unlocking the economic potential of the Needham Crossing Business Center remains an important goal of the Board and Department.

As relates the Needham Crossing Business Center, the Department continues to work with Major Needham Crossing Business Center developers to foster economic development and to identify and secure associated state infrastructure grants. Further, the Department remains committed in its effort to renew and foster its work with the City of Newton in relation to Highland Avenue/Needham Street improvements and mass transit uses of the abandoned rail bed. Finally, creating a streetscape design for the Needham Crossing Business Center District and securing its implementation remains a high departmental priority.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

PUBLIC SAFETY

BUILDING DEPARTMENT

David A. Roche, Building Commissioner
Henry L. Fontaine, Asst. Building Commissioner
Jim Grover, Local Building Inspector
Erik J. Tardif, Local Building Inspector
Larry V. Di Bona, Plumbing & Gas Insp.
Scott W. Chisholm, Wiring Inspector
John J. Mc Gourty, Wiring Inspector
Christina D. Hooper, Administrative Specialist
Adrianne A. Banks, Department Assistant
Manuel J. Rodriguez, Department Assistant

PURPOSE

It is the objective of the Building Department to ensure the quality of life of those who live, work and visit Needham by promoting safety in the construction, use, and occupancy of buildings throughout town.

The Building Department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with:

- Zoning By-Laws
- Massachusetts State Building Code
- Massachusetts State Fuel, Gas and Plumbing Code
- Massachusetts State Electrical Code
- Town of Needham Sign By-Law

For public safety, The Massachusetts State Building Code also requires this department to inspect public buildings and place of assembly. This includes all:

- places of worship
- day care sites

- state group homes
- nursing home facilities
- Beth Israel Deaconess Hospital
- Charles River Center
- public schools
- private schools
- school dormitory buildings
- apartment buildings
- hotels
- restaurants

All require inspections throughout the year to ensure that these structures comply with the building code for public safety, ingress and egress.

FY2016 PERSONNEL CHANGES

- Erik J. Tardif hired as Local Building Inspection
- John J. McGourty hired as part time Wiring Inspector

FY2016 HIGHLIGHTS

- **5,307** permits issued
- **$1,995,869** collected in fees
- **10,158** inspections performed, plus emergency calls from Police and Fire.
- **$182,274,222.00** spent by Needham property owners to construct or remodel **1,618,103** square feet of construction to buildings and structures
- **Major Projects**: Continental Wingate: approx. 80,000 square foot 52 unit independent living structure.

Activity Compared With Recent Years: Number of Permits / Fees Collected

	FY2013	FY2014	FY2015	FY2016
New Single Family Dwellings	61	97	85	104
New Two Family Dwellings	10	13	9	6
New Multi-Family		4	0	0
New Non-residential Buildings	4	4	2	3
Demolitions-Residential	68	101	84	96
Demolitions-non residential	4	4	1	2

FIRE DEPARTMENT

Dennis X. Condon, Fire Chief

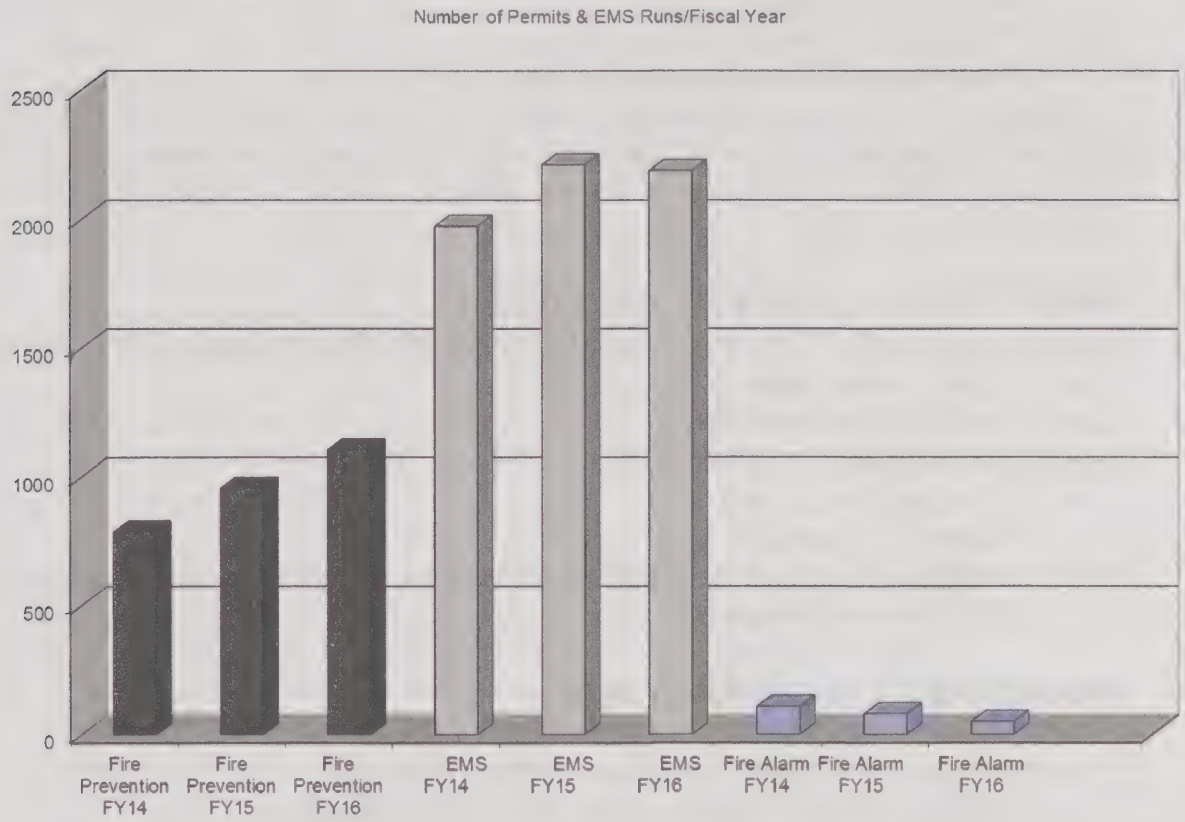
PURPOSE

The mission of the Fire Department is to provide the Town of Needham with an effective, well-trained team of professionals to protect the lives and property of its residents. This mission is achieved through providing fire suppression, emergency medical services, emergency disaster preparedness, and fire prevention through fire inspections and education.

FY2016 HIGHLIGHTS

- In July of 2015, the department welcomed three new Firefighter/Paramedics: Nicholas Dabrowski, Jeffrey MacDonald and Paul Mitchell.
- Firefighter Ernest A. Steeves, Jr was appointed a Fire Inspector in July of 2015.
- Peter Cavanagh joined the Fire Department as a Firefighter/Paramedic in August of 2015.
- In August of 2015, Firefighter/Fire Inspector Arthur Hopkins retired after more than 37 years of service.
- Fire Lieutenant Joseph Tierney retired in November of 2015 after serving the community for more than 35 years.
- The department took delivery, and put into service, a new Rescue truck.
- In May, the Fire Department sponsored a seminar at Olin College featuring Dr. David Griffin. Dr. Griffin, a firefighter in Charleston, South Carolina was the driver of the first engine that responded to the devastating 2007 Sofa Super Store fire. That fire claimed the lives of 9 fellow firefighters. The seminar dealt with the challenges and benefits of cultural changes in the fire service.
- A joint decontamination drill involving the Fire Department and Beth Israel Deaconess-Needham Hospital took place in September of 2015.
- The Massachusetts Interlocal Insurance Association (MIIA) provided the department with Driver Simulator training. This training replicates driving conditions during an emergency response while in a controlled environment. In addition, Emergency Vehicle Operational Systems (EVOS) provided live driver training through an obstacle course.
- The Massachusetts Firefighting Academy presented a course on Photovolatics highlighting the dangers of solar panels.
- In addition, the department participated in boat rescue training on the Charles River, training on the Massachusetts Decontamination Unit and building tours of the Rosemary Way apartments and the new St. Mary Pumping Station.
- In-house emergency medical services training included EMT/Paramedic Refresher training, monthly EMT meetings/rounds and ALS/BLS interface training.

- Work began on a feasibility study for the new Public Safety Building (Station I) and new Station II in the Heights.
- The department was awarded $4,837 for a Student Awareness of Fire Education grant to provide fire safety education in the classroom. In addition, we received $2,917 for a Senior SAFE grant to provide fire safety education, along with home safety visits to our senior residents.
- We received grants from FEMA and the Commonwealth of Massachusetts for the purchase of automatic power stretchers and loading systems for our ambulances. These stretchers not only help to reduce firefighter injuries, but they better protect the public during transports.



POLICE DEPARTMENT

John J. Schlittler, Chief of Police

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-Criminal conduct
- Performance of Miscellaneous Services

Consistent with the above, the Department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility. The Police Department is established under the authority of Massachusetts General Law, Chapter 41, Section 97A.

POLICE DEPARTMENT EMPLOYEES

During the year the full time staff included a total of fifty-five employees. They included:

- 49 sworn police officers
- 5 public safety dispatchers
- 1 Animal Control Officer
- 3 Civilian Clerical Staff
- 1 Mechanic/Custodian
- In addition, the Department maintained twenty-two traffic crossing supervisors to staff school traffic crossings.

PERSONNEL CHANGES FY2016

- Chief Philip Droney retired after 34 years of service
- Lieutenant John Schlittler was named Chief of Police
- Detective Kathleen Mullins retired after 32 years of service
- Officer John McGrath was promoted to interim Sergeant
- Adrienne Andersen, Ed Timmerman, and Matthew Doukas were hired as police officers
- Laura George retired as Chief's Administrative Specialist.
- Paula Sheerin was named Chief's Administrative Specialist
- Claudine Almedia was hired as an Administrative Assistant
- James Carroll and Paul Ahern were hired as civilian dispatchers

DEPARTMENT ASSIGNMENTS FY2016

- 375 child safety seats were installed by Officer James Treggiari during the year.
- Officer Karl Harmon served as Community Service Officer
- Officer R. Vincent Springer served as School Resource Officer.
- Officer Ryan O'Leary was assigned as an additional School Resource Officer.

- Officer William Slowe was assigned as a Training Officer.
- Officer Renzo Monzon was assigned as a Traffic Enforcement Officer.

The Department continued to participate in regional activities with other area police departments in an effort to combine resources and maximize service in areas involving investigative activity, communication technology and tactical deployments.

TECHNOLOGY & PROJECTS FY2016

- The Police Department continued to improve and utilize a new public safety computer aided dispatch and records management system. Training and development continues to be provided to ensure proficiency with the new software. The Department's goal is to improve efficiency by eliminating multiple applications currently being used and reducing maintenance costs.
- The Police Department, working in conjunction with the Fire Department, continued to work with the Needham Schools on safety initiatives. These included lock-down drills, reviewing school crisis plans, critical incident training, building security and other school safety concerns. This team approach has been valuable and beneficial in enhancing school safety. The Department also conducted simulated active shooter training as part of their training.
- The Department received funding under the State 911, Department of Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Program. The grant funding to each primary 911 call center is based on the previous years 911 call center volume. During FY2016 the Department was allocated $59,894.
- The Department also received federal grant funding through the Massachusetts Highway Safety Department to conduct high-visibility traffic enforcement. The enforcement mobilizations targeted drunk driving, aggressive drivers and seat belt use. In FY2016, the Department received $12,500 through the grant.
- The Department was involved in the creation of a Community Crisis Intervention Team. The team is a community partnership with multiple agencies including the Board of Health and Fire Department. The primary objective is to promote communication and enhance the response of public and private agencies when summoned to intervene with individuals who are mentally ill, developmentally disabled or experiencing trauma in their lives.

FY2016 Activity compared with recent years

Category	FY2014	FY2015	FY2016
Calls for Service	34368	33610	31462
Incident Reports	1729	1840	1887
Larceny	140	148	185
Vandalism	54	41	57
Breaking and Entering	24	38	23
Assaults	39	35	48

Category	FY2014	FY2015	FY2016
Drug Violations	12	11	26
Operating under the Influence	20	31	15
Adult Arrests and Complaints	317	299	293
Juvenile Arrests & Complaints	41	26	38
Traffic Violations	3491	2939	3519
Accidents Reported	424	415	461

The distribution of illicit drugs in Town continues to be a major concern of the police department. The Police Department was involved in several narcotic investigations which resulted in the arrest of several individuals. The offenses some of these individuals were charged with ranged from possession with intent to distribute marijuana to possession with intent to distribute heroin. The Police Department will continue to aggressively address the distribution of illegal narcotics through enforcement, education and community partnerships.

- The number of reported breaking and entering cases decreased from the previous fiscal year.
- Reported assaults increased this year from 35 to 48.
- Adult arrests and complaints decreased from the previous year. Juvenile arrests and complaints increased.
- In FY2016 the Department received $6,400 in false alarm fees.
- In an effort to keep unwanted and expired prescription medication out of the hands of children, the Police Department participates in a prescription drug take-back program. Through a combination of a prescription drug disposal safe located in the police department lobby and a semi-annual drug take-back drive, the Department collected and safely disposed of 816 pounds of unwanted medication in FY2016.

EDUCATION

NEEDHAM PUBLIC SCHOOLS

Needham School Committee
Susan B. Neckes, Chair
Heidi C. Black, Vice-Chair
Connie S. Barr
Michael J. Greis
Andrea Longo Carter
Kim Marie Nicols
Aaron M. Pressman

Central Administration
Daniel E. Gutekanst, Superintendent of Schools
Thomas F. Campbell, Director of Human Resources
Theresa W. Duggan, Director of Student Learning
Anne Gulati, Director of Financial Operations
Mary Lammi, Director of Student Support Services

THE SCHOOLS

Needham has five elementary schools, one sixth grade school, one middle school (grades 7-8), and one high school. It has a strong reputation for academic excellence and also boasts a full range of co-curricular and out-of-school opportunities including after-school and summer services.

Needham is a long-standing member of METCO, a voluntary desegregation program that provides educational opportunities in suburban communities for Boston children. Needham is also a participant in The Education Cooperative (TEC) and ACCEPT Education Collaborative, consortiums of surrounding school districts that enables all of the communities to benefit from economies of scale in purchasing, as well as sharing in high-quality, cost-effective education services such as professional development, innovative programming, and Special Education services that would be impossible for any one community to provide by itself.

During the 2015-2016 school year Needham enrolled 5582 students in its five elementary schools (k-5), two middle schools (6-8), and one high school (9-12), including the Preschool program. Needham also placed 75 out of district students. The enrollment breaks down as follows:

Preschool	85
Elementary	2542
Middle School	1290
High School	1665
Out of District Special Education Placements	75

PRINCIPALS

Emily Gaberman	Broadmeadow School		Roderick MacNeal, Jr.	John Eliot School
Michael Kascak	Hillside School		Michael Schwinden	Mitchell School
Jessica Peterson	Newman School		Jessica Downey	High Rock School (Grade 6)
Tamatha Bibbo	Pollard Middle School (grades 7-8)		Joseph Barnes, Interim Principal	Needham High School

Needham Public Schools District Mission, Values, and Goals

The School Committee reviews the goals and the progress toward the goals yearly. The Needham Public Schools support educational innovation, promote 21st century skills, and empower our young people and the adults who serve them. The current district goals may be viewed on the Needham Public Schools website: www.needham.k12.ma.us

The Needham Public Schools

System-wide Goals

Goal One: Advance Standards Based Learning – To refine and continue to put into practice a system of curriculum, instruction, and assessment that enables each student to be engaged in challenging, creative, and rigorous academic experiences that are grounded in clearly defined standards.

Goal One: Highlights from our schools:

District-wide:

- Strengthened elementary programming in Science, Technology, Engineering, Arts, and Math (STEAM), Wellness, and Spanish

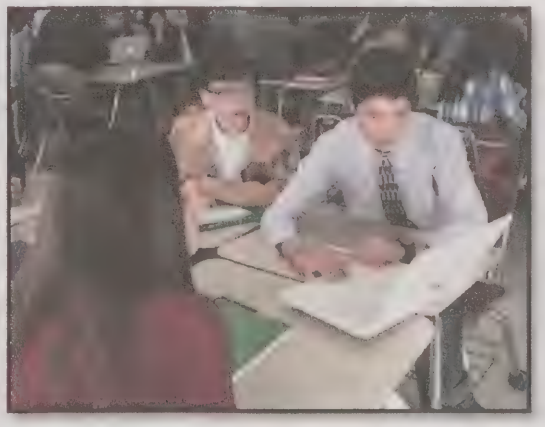
- Progress in aligning Individualized Education Plans to Common Core
- Differentiated learning through the use of technology tools
- Responsive Classroom courses for teachers to support Social and Emotional Learning
- Implemented 21st century teaching and learning practices
- Pre-K through post graduate special education programming documented and shared
- Decreased number of out of district placements
- Survey data used to enhance communications with parents, faculty, staff, and students

Elementary Level:

- Increased proficiency in elementary Spanish for grades 1- 5
- Kindergarten through 5 sample writing units were developed and piloted
- Chromebooks and iPads piloted in elementary classroom to determine efficacy of mobile learning devices

Middle School:

- All 6th, 7th and 160 8th graders experienced 1 to 1 personalized learning initiative with iPads where students learned at their own pace and teachers provided extended lessons for those interested in additional challen ge
- Significant progress in reviewing science program to new standards
- New math pathway implemented in grade 7 to align with Common Core
- Pollard introduces Design and Engineering course
- High Rock students take a Google expedition to Egypt



High School:

- Interdisciplinary programs at the high school including the Greater Boston Project moved forward with additional offerings
- First annual Innovation Night provided an opportunity to showcase interdisciplinary learning
- Technology integration projects occurred in almost every department at the high school
- High school language students competed in national exams which resulted in 140 awards including 21 gold medals

Fine and Performing Arts

The Fine and Performing Arts are considered to be a Core Academic by the United States Department of Education, as well as our state. Without an extensive education in the creative and expressive processes that are fundamental to the Arts, a student's education is incomplete.

Through the Fine and Performing Arts, students are able to experiment, express themselves, explore and achieve personal goals through a variety of carefully designed curricular and co-curricular activities and lessons

- 33 high school students were accepted as members of the Eastern Mass Music Educators Honors Band
- 33 high school and Pollard students received 58 awards in the Boston Globe Scholastic Art Awards competition

- 3 high school students earned national recognition in the Scholastic Art and Writing Awards of 2016 including 2 national Gold awards.

Goal Two: Develop Social, Emotional, Wellness, and Citizenship Skills—To ensure students develop the knowledge and skills that empower healthy, resilient, engaged, and culturally proficient global citizens who act with integrity, respect, and compassion.

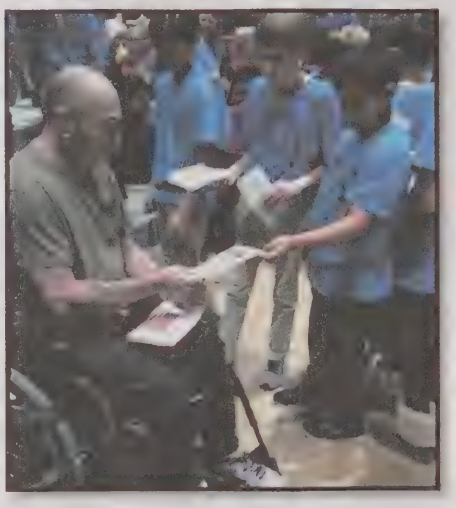
Goal Two: Highlights from our schools:

- Staff and students received training and support to enhance and sustain a culturally competent and proficient learning environment; increased staff and community involvement in *Diversity Summit*

- The Needham Public Schools adopted the ALICE protocol to respond to an armed intruder.

- Global competence refers to the acquisition of in-depth knowledge and understanding of international issues, an appreciation of and ability to learn and work with people from diverse linguistic and cultural backgrounds, proficiency in a foreign language, and skills to function productively in an interdependent world community.

- Community Service Learning integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen Communities.



- At the Elementary and Middle School levels, Responsive Classroom and Advisory are in place and the Second Step program, Experiential Education, and Health Classes provide direct instruction in decision-making, self-management, and problem-solving skills.

- At the High School, the four-year Health Education program and the Extended Homeroom program serve as opportunities for students to regularly engage with a teacher to develop skills that help build resiliency. Needham High School students shared their personal stories during the High School's "Own Your Peace/Piece" assembly—an initiative focused on building student activism, voice, resiliency, and a broad sense of community and respect.

- The Needham METCO program brought 174 Boston students into our schools in the 2015-2016 school year. METCO continues to be more than a desegregation program. It is an opportunity to advance the dialogue and educate all our students in an environment that embraces different perspectives and produces students who effect positive change in a global society.

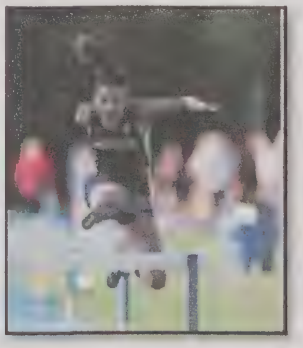
Athletic and Academic Interscholastic Teams

Needham Public Schools supported our students' participation in a wide variety of Teams which helped them with recognizing differences and becoming more open and understanding members of the community. Our students learned the value of teamwork and demonstrated their talent, maturity, and poise whether their team met in the classroom, on the field, or on the stage. In our Athletic programs alone, 1,788 students participated in team sports. We recognize with pride the hard work and many accomplishments achieved during the 2015-2016 school year by our school teams, including:

- Boys' Wrestling Team was honored with the prestigious MIAA Sportsmanship Award for their teamwork, great spirit, gamesmanship, and ability to act as mature and respectful role models and athletes

- Needham High Division I Championship Girls' Cross Country Team won their third consecutive State Title
- Girls' Soccer Team became the Division I State Champions which was the first title since 1984

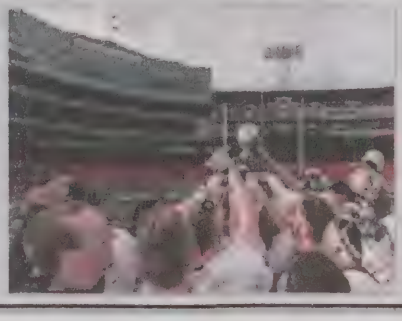
- NHS Boys' and Girls' Winter Track Team: each won the Massachusetts Interscholastic Athletic Association (MIAA) Division 2 State Championship



• Girls' Lacrosse, Varsity Baseball, and Boys' Volleyball enjoyed incredible seasons, competing in state tournaments.

THANKSGIVING DAY FOOTBALL GAME AT FENWAY PARK

With historic Fenway Park playing host, Needham's Football Team defeated Wellesley 12-7 in the oldest public high school Thanksgiving rivalry in the nation. The football competition between our two towns has been going on since 1882. What made this game so special was the combination of a time-honored ritual and the most iconic sports venue in New England. The result was a wonderful community-building experience for our Needham players, coaches, families, and spectators.



• Needham Speech and Debate Team shined. Eight students on the team cumulatively ranked in the top five out of 517 schools.

• The Robotics Team faced off against 52 other teams from around the world at the Asia-Pacific Invitational Robotics Tournament and took on 32 other teams from across the state to win the FTC Robotics Competition.

These are just some of the many successes our talented students achieved with the help of superb teachers, staff, coaches, and parents who undertook the challenge of molding the next generation of athletes and scholars.

Goal Three: Ensure Infrastructure Supports District Values & Learning Goals—To develop, promote, and implement a sustainable plan for financial, building, technological, and human resources that supports learning for all and is responsive to school and student needs.

Goal Three: Highlights from our schools:

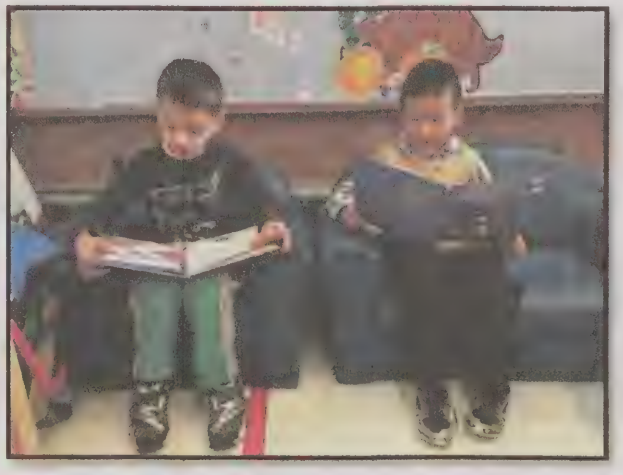
- District and community supported important infrastructure projects needed to maintain academic excellence and growth.

- Technology resources require funding as we develop a sustainable technology plan that addresses 21st century skills, assistive technology requirements, and modern administrative systems. The technology department was reorganized into two separate divisions: Information Technology and Media & Digital Learning. We invested in network resources, electronic communications, the Internet, database systems, computers and other information technology resources. We also invested in our human capital by providing faculty with new technology tools and professional development to further their instructional capacity.

- The Massachusetts School Building Authority (MSBA) voted to accept the Hillside School into the Schematic Design phase to produce detailed design for a 90,927 square foot school on the Central Avenue site. The Needham High School cafeteria expansion began in April 2016 to address overcrowding and meet building and safety codes with an anticipated completion for the start of school in September 2016.

- Community Education, Student Activities, and Transportation implemented online payment.

- Full-Day Kindergarten Report provided a direction for a specific plan.



- The School Department collected fee revenues from 48 different fee-based programs last year. Some of the largest fee-based programs are: Food Services, Kindergarten After School Program (KASE), Transportation, Athletics, Fee-Based Arts Instruction, Adult Education, and the Preschool program.

- Our highly qualified faculty and staff are the lifeblood of the Needham Public Schools. The Needham Public Schools employed 734.4 full-time equivalent staff in the 2015-2016 school year. All of the staff bring a combination of great experience, solid academic credentials, energy, and a fresh perspective to teaching and learning. The schools are also well served by over 60 residents participating the Community Volunteer program.

We are proud of our accomplishments in the 2015-2016 school year and look forward to the many opportunities and challenges that lie ahead – including shifts in student enrollment, the need for high school expansion, implementing full-day kindergarten, and implementation of new state testing.

Performance Report

In September, the Needham Public Schools publishes a Performance Report, which is mailed to every Needham residence. The 2016 Performance Report offers factual information that highlights accomplishments and lays out challenges. It reflects the system's commitment to data-driven decision-making, honest communication, concern for the achievement of all students, and continuous improvement. The report is primarily focused on our progress toward the three District Goals. The entire publication is available to view on the Needham Public Schools website under Reports: www.needham.k12.ma.us.

MINUTEMAN HIGH SCHOOL

Dr. Edward A. Bouquillon, Superintendent-Director

Fiscal year 2016 was a busy one at Minuteman High School.

The school advanced its long-planned and long-awaited building project, secured a major state grant to launch a new Advanced Manufacturing program, received state and national recognition for its highly popular Girls in STEM Mentoring program, helped launch a new statewide Girls in Trades initiative, saw its students win a host of awards for academic and technical success, saw improvement in state MCAS test scores, secured approval of a budget that was smaller than the year before, found itself in the state and national spotlight, and witnessed the creation of a new business-led non-profit designed to assist the school financially.

BUILDING PROJECT ADVANCES

A long-planned building project took major steps forward:

- August 6, 2015 – The Massachusetts School Building Authority (MSBA) unanimously endorsed the building of a new 628-student Minuteman High School on district land adjacent to the existing school. The board authorized the school to prepare detailed schematic drawings for the new building.
- December 1, 2015 - The school's Design Team submitted a completed schematic design to the MSBA.
- January 27, 2016 – The MSBA voted unanimously to pay up to $44,139,213 for a new school.
- March 11, 2016 – The Commissioner of Elementary and Secondary Education approved a revised Minuteman Regional Agreement that had been previously approved by all 16 member towns.
- March 15, 2016 – The Minuteman School Committee voted to approve $144.9 million in bonding for a new school under M.G.L. Chapter 71, Section 16(d). This method requires all member towns to either approve the bonding (or not disapprove it) at Town Meetings.
- April 25, 2016 – Lexington Town Meeting voted 152-0 to approve bonding for a new Minuteman High School.

- April-May 2016 – Fifteen of the District's 16 member towns voted to approve the bonding or take no action, a decision which is deemed as approval. All votes were by overwhelming margins, several of them unanimous. Five towns made their Town Meeting approval contingent on a later debt exclusion vote by their town. All five of the debt exclusion votes later passed by wide margins.
- May 4, 2016 – Belmont rejected bonding for the Minuteman project, effectively blocking the project. It was the only town to vote against.
- June 27, 2016 – The Minuteman School Committee voted 12-1 to issue $144.9 million in debt for construction of a new school pursuant to M.G.L Chapter 71, Section 16(n). The Committee's action is subject to approval by voters at a district-wide referendum scheduled for September 20, 2016.

MINUTEMAN SECURES $500,000 STATE GRANT

With the help of a $500,000 state grant, Minuteman High School will launch a new Advanced Manufacturing & Metal Fabrication program to train high school students and adults for high-wage, high-demand jobs in the field of advanced manufacturing.

The competitive grant was announced by Governor Charles Baker during ceremonies at the State House on February 24, 2016. The Governor announced grants totaling $9.3 million from the new Massachusetts Skills Capital Grant Program. He was joined at the event by Lt. Governor Karyn Polito, Labor and Workforce Development Secretary Ronald Walker II, Education Secretary James Peyser, and Housing and Economic Development Secretary Jay Ash.

Some 68 schools and training programs applied for grants. Only 35 were successful.

Dr. Edward A. Bouquillon, Superintendent at Minuteman High School, praised Governor Baker and his Workforce Skills Cabinet for making this investment in high-quality vocational-technical education.

Minuteman received $500,000, the largest grant possible under the program. Only one other school received the maximum award.

GIRLS IN STEM PROGRAM RECEIVES NATIONAL RECOGNITION

For the second year in a row, Minuteman's chapter of SkillsUSA was awarded the Grand Prize in the Student2Student Recognition Program for its Girls in STEM (Science, Technology, Engineering and Mathematics) outreach to middle-school girls. The Minuteman students also earned this honor because of a successful paper recycling program they launched at the school.

SkillsUSA is a national organization that runs trade and leadership competitions for students in career and technical schools. The purpose of this award, as explained on the SkillsUSA website, is "to recognize excellence and professionalism in the area of student mentoring."

GIRLS IN TRADES INITIATIVE

Minuteman joined with leaders in business, trade unions, and education in launching a new organization: to increase awareness and participation in the construction trades by young women: the Massachusetts Girls in Trades Advisory Group. The group held multiple planning

meetings at Minuteman. These efforts culminated in the first-ever Massachusetts Girls in Trades Conference and Career Fair held at IBEW Local 103 in Dorchester on March 30, 2016.

The initiative was jointly originated and spearheaded by Minuteman and Wynn Boston Harbor. Maryanne Ham and Michelle Roche from Minuteman were among the key organizers.

STUDENT AWARDS

Andrew Blair of Lincoln, a senior majoring in HVAC/R at Minuteman, was among those honored at the Outstanding Vocational Technical Student Annual Awards Banquet in Worcester in April. The annual event was held at Mechanics Hall in Worcester and was attended by more than 500 people, including students, school administrators, and parents. The event highlights the accomplishments of one student from each of the 52 Massachusetts high schools that offer state-approved vocational-technical education programs.

Student Tristin O'Connor of Bolton was nominated by the school for the prestigious Walter J. Markham Award. O'Connor is a senior studying environmental technology. The Markham Award is sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association.

In April, 17 students from Minuteman High School earned medals in a statewide skills competition against their peers. The 2016 SkillsUSA State Leadership and Skills Conference was held in Marlborough. SkillsUSA allows students in career and technical education to compete in a host of technical and leadership competitions. A total of 44 students from Minuteman took part.

Student Sean Datar (Acton) earned a gold medal in Related Technical Math. In earning top honors, he qualified to compete at the SkillsUSA National Leadership and Skills Conference in Louisville, Kentucky, in June.

MCAS SUCCESS

MCAS results were released in September of 2015. Minuteman High School improved its performance on MCAS tests this year, with that improvement extending to all disciplines and all student subgroups. Results were reported this month by the Department of Elementary and Secondary Education (DESE).

Scores in English Language Arts are the highest in Minuteman school history with a 100% pass rate and 97% of students rating Advanced and Proficient combined, an increase of 12% over last year. Students in all subgroups increased their performance on the ELA test, with 100% of females scoring Advanced and Proficient combined. Students with disabilities exceeded the state average in every standard and question type.

DISTRICT ENROLLMENT

As of October 1, 2015, Minuteman had an enrollment of 673 students.

Some 635 students were enrolled in high school day programs, including the "Minuteman in the Morning" program. Of these, 382 (60.2%) lived in one of the district towns and 253 (39.8%) lived outside the district.

Some 38 students were enrolled in Minuteman post-graduate programs. Of these, 14 (36.8%) lived in one of the 16 district towns and 24 (63.2%) lived outside the district.

APPROVAL OF SMALLER DISTRICT BUDGET

The Minuteman School Committee adopted a budget for the coming year that is slightly ***smaller*** than the current one. On January 19, the School Committee voted to adopt a $19.7 budget for the fiscal year starting July 1, 2016. The budget is $103,000 or 0.52% lower than the prior year's budget of $19.8 million.

The FY 2017 budget continues a multi-year transition to a school with a smaller, 628-student enrollment. The new budget continues to phase-out two vocational-technical education programs, merge two programs, and phase-in two new programs.

CLEAN BILL OF HEALTH FOR MINUTEMAN FINANCES

Minuteman High School received a clean bill of health from its auditing firm, Melanson Heath of Andover.

After reviewing the school's books for the fiscal year ending June 30, 2015, the firm released its annual audit report and met with the District School Committee on November 17, 2015 to present its findings. The report includes 50 pages of financial statements and a three-page Management Letter.

In a move that observers said is rare in public finance, Melanson Heath made no recommendations in its Management Letter. Instead, it simply acknowledged that the District had resolved all issues identified in prior year audits and said no further action was required.

MINUTEMAN IN THE NATIONAL SPOTLIGHT

In January, the school announced that Superintendent Edward Bouquillon had been elected to the board of trustees of a national organization that is the leading provider of competency-based career and technical assessments in the country. Dr. Bouquillon will serve on the 11-member board of NOCTI based in Michigan. Dr. Bouquillon is the only person from New England to serve on the volunteer board.

On March 1, Minuteman played host to an international delegation from Thailand. Led by the nation's Minister of Science and Technology, a five-member delegation from Thailand visited Minuteman on March 1. The delegation was hoping to learn about Minuteman's STEM initiatives and innovative vocational-technical education programs.

RECOGNITION FROM STATE GOVERNMENT

Lt. Governor Karyn Polito voiced strong support for vocational-technical education when she delivered the keynote address at the annual Advisory Committee Dinner at Minuteman High School on October 14.

The occasion was a gathering of Minuteman's advisory committee members. Advisory committees, made up of business, education and community leaders, provide guidance to the school on issues such as curriculum, industry trends, and state-of-the-art equipment.

BOOST FROM LOCAL BUSINESS LEADERS

In December, a group of local business leaders announced that they are establishing a new non-profit corporation – the Minuteman Futures Foundation, Inc. – to support the growth and development of Minuteman High School.

Led by Christopher Bateman, the Managing Partner of Lexx Restaurant in Lexington, the Minuteman Futures Foundation will be able to accept tax-deductible donations of equipment, services, or cash to benefit Minuteman. Mr. Bateman, who already chairs Minuteman's General Advisory Committee, will serve as the Foundation's first president.

MINUTEMAN SCHOOL COMMITTEE

A 16-member School Committee, comprised of volunteers appointed by each of the member communities, approves the district budget, hires the superintendent, and sets policy for the district.

School Committee officers include Jeffrey Stulin of Needham (Chair), Carrie Flood of Concord (Vice Chair), and David Horton of Lexington (Secretary). Members are Pam Nourse of Acton, Susan Sheffler of Arlington, Jack Weis of Belmont, David O'Connor of Bolton, Vincent Amoroso of Boxborough, Judith Taylor of Carlisle, Ford Spalding of Dover, Jennifer Leone of Lancaster, Sharon Antia of Lincoln, Alice DeLuca of Stow, David Manjarrez of Sudbury, Mary Ellen Castagno of Wayland, and Douglas Gillespie of Weston.

HEALTH AND HUMAN SERVICES

NEEDHAM AGING SERVICES DIVISION

Council on Aging Board Chair: *Colleen Schaller*
Council on Aging Board of Directors: *Ed Cosgrove, Carol deLemos, Phyllis Fanger, Dan Goldberg, Monica Graham, Penny Grossman, Susanne Hughes, Tom Keating, Eilene Kleiman, Lianne Relich*
Departing COA Board Members: *Scott Brightman, Eilene Kleiman,*
Incoming COA Board Members: *Gary Crossen, Mary Weadock*
Department Manager: *Jamie Brenner Gutner, Executive Director through December 2016*
LaTanya Michelle Steele, Interim Director effective December 2016
Department Staff: *Danielle Arenda, Administrative Assistant, Elwyn Cotter, Van Driver, Kerrie Cusack, Social Worker, Joan DeFinis, Program Coordinator,Stephane Grably, Transportation Volunteer Program Coordinator, Kathleen Grant, S.H.I.N.E. Assistant Program Coordinator, Clif Holbrook, Building Monitor, Yustil Meija, Senior Custodian, Jessica Moss, Social Worker, LaTanya Steele, Assistant Director Social Worker, Tom Watson, Van Driver, Kathy Worhach, S.H.I.N.E. Program Director*

MISSION AND PURPOSE

For 58 years our mission has consistently been to respond to the needs of older residents by providing a welcoming, inclusive, secure environment where individuals and families benefit from programs, services, and resources that enhance their quality of life and provide opportunities for growth. We have fulfilled our mission as a true community partner by delivering programs and services in a variety of places, and wherever needed throughout the town. The Aging Services Division offers most programs and services at 300 Hillside Avenue, where the professional staff has oversight. Some of the services and programs provided to meet the goals of the Aging Services Division include, but are not limited to: outreach and counseling services, advocacy, transportation, daily meals, information and referral, health benefits counseling (SHINE), volunteer opportunities, health & wellness information and screening, creative and social classes, educational programs, special events and trips, and a place for socialization, independent activities and learning opportunities.

The Needham Council on Aging's Senior Center was the first in Massachusetts and the 20th in the nation, to achieve national accreditation in 1999 and is only one of a handful of Centers in the Nation to have gone through the process three times completing the last reaccreditation in December 2011.

In the 1950s, Dorothea Willgoose, MD , a forward thinking resident, realized that the older adult population of Needham had unmet health, housing, and social needs. In large part due to her advocacy, the Needham Council on Aging was established to address these issues by Town Meeting vote in 1957. As a proactive community Needham was forward thinking enough to encourage the formation of one of the first recognized Councils on Aging in the State of Massachusetts. Needham data was used at the First White House conference on Aging and Dr. Willgoose was invited to be a key participant as Needham's role as a pioneer in providing programs and services specifically geared toward the needs of older adults was recognized as a model for the nation.

Dr. Willgoose created a legacy that has been a compass for the department's continued forward looking vision. It has helped us to address needs and issues of today while always being open to new ideas, best practices, initiatives and concepts related to the field of aging. With this in mind our new home was designed to accommodate present needs and concepts as well as those in the future that we have yet to imagine. Where we were looks very different from where we are today. Where we have yet to go will be guided by our consistent mission as well as our commitment to never being constrained by the past as we move towards the future.

PROGRAMS AND SERVICES FY2016

The programs and services categories below are a reflection of the balance we seek among our goals of health and wellness that include social service, entertainment and socialization, as well as lifelong learning and enrichment. An example of what categories of programming looked like in FY2016 is included below with some programs having multiple reoccurring sessions:

- Evidenced based programs
- At least 46 Entertainment Specials
- Nine (9) Trips were planned in by the Friends in collaboration with the COA
- At least 40 Enrichment- Life Long Learning Programs were offered
- 16 Computer Lab Classes and 7 Documentary Film Screening
- 5 Housing Tours and 17 offerings that involved planning with social service
- At least 10 Core Offerings under our Health and Wellness heading

Since moving into its new, the Center at The Heights (CATH), the Aging Services Division has experienced growth in both programmatic use and in requests for support and assistance. The increased demand should come as no surprise, given that Needham has one of the highest populations of adults age 60 and over in the MetroWest region. According to demographic information maintained by the Needham Town Clerk, in 2015 24.4% of the town's population were age 60 and above and this age group represents a great and growing proportion of all Needhamites. The number of 60-plus Needham residents increased by more than 700 over the past two years alone, and the age cohort is projected to grow by 14.9% in Needham over the next five years, according to the McCormack School at UMass Boston and by 2020, residents age 60 and older will represent 27.1% of the Town's residents, and a decade later will hit 31%.

FY2016 HIGHLIGHTS

- The number of meals served in the CATH (Center at The Heights) lunch program remained comparable to last fiscal year; there were 5,429 meals served which represents a decrease of about 50 meals. Meal site service as part of the senior nutrition program has increased by more than two-thirds when compared to the 3,303 meals served in FY2014;
- Participants in the CATH fitness room/training program, who exercise regularly onsite, grew rapidly and participants in group exercise programs increased also increased markedly during FY2016; all told, 14,070 group exercise or fitness class units and personal training/workout sessions occurred during the year;
- The inclusion of the Public Health Nurse in an office on-site at CATH also paid dividends, as the Public Health Nurse and the Aging Services Division Social Workers collaborate frequently on client contacts, financial assistance programs, and referrals. The Nurse saw more than 120 residents came in for wellness clinics and blood pressure

screening programs, and a separate Visiting Nurses Association hearing program screened more than 500 clients over 26 program sessions;

- Appointments with the SHINE Program (Serving the Health Insurance Needs of
- Everyone) about Medicare, Medicaid, and Prescription Drug coverage also increased with more coverage by program volunteers and the offer of evening appointment hours on select Mondays and Wednesdays. The total number of appointments this fiscal year was 612,a more than 20% increase from last fiscal year and a nearly three-fold increase from FY2014. Much of this increase is attributable to the additional program volunteers, the expansion of appointments into select evening hours on Mondays and Wednesdays, and the advanced scheduling opportunities for appointments;
- In FY2016 the SHINE Program provided 6,747 client contacts with a savings to the residents of Needham of more than $350,000. Annual Regional Savings in FY2016 was $6,086,170, as compared to $5,783,020 and $4,707,919 in preceding years.
- During FY2016, the Aging Services Division made a concerted effort to expand the program offerings available to Needham's seniors. Recurring program offerings make up the bulk of the programs available for Needham's seniors and, on average, nearly 70 program events occurred each month.
    - With the addition of social workers, a number of new day-time and evening programs were provided. Many of these programs were single events or multi-day recurring event series, and a number focused on health and wellness, including topics of recognizing elder abuse and substance misuse awareness amongst Needham's seniors;
    - A number of support groups were organized and delivered for Needham residents, including a Low Vision group, a Clutter Support group, and a group that dealt with the transitions that come with aging;
    - Aging Services Division staff members also partnered with community organizations and other municipal departments to better utilize the available space at the Center at the Heights. The foremost among these new offerings is the YMCA's LiveStrong program.
- The Friday movie program is another example of the increase in participation. The number of Needhamites attending has increased each year since moving into CATH, and now attracts an average audience of more than 40 attendees each screening.
- Fourteen (14) new ongoing programs were introduced this fiscal year, and 18 new ongoing programs were added to the Aging Services Division's offerings in FY2015. This represents a substantial increase in the number and diversity of educational, entertainment, exercise, and other programs available to Needham's seniors.

FUNDING AND PROGRAM EXPANSION FY2016

In FY2015 the Selectmen voted to adopt as one of their goals expanded hours of operation and increased usage of the building after hours, and the Aging Services Division has worked to find non-operating budget sources to fund this expansion.

In early FY2016, the Aging Services Division hired an administrative assistant to support the senior center's operations and it hired a full-time "all ages" social worker to supplement a grant-funded social worker (funded by the MetroWest Health Foundation) that began work on evening mental health and wellness programs for Needham seniors. For the third straight year, the Fitness

Room was graciously funded through the Friends of the Center at the Heights. A more permanent funding source shall be pursued through potential grants or community partnerships.

Funding for the Aging Services Division and the many services and programs that we offer comes from varied sources. The Town continued to fund part or all of some salaried positions and allocated a sum to purchase services and expenses. As a supplement to town funding the Aging Services Division received funds through the State Formula Grant which continued to support some professional staff hours and expenses of about $60,000.

The Needham Aging Services Division continued to administrate the SHINE Grant (Serving the Health Information of Everyone) for 22 cities and towns in the MetroWest region. The funding received, over $84,000, was used to pay for the part time positions of the Shine Program Director and Assistant Director who provide supervision and oversight for over 50 volunteers and also paid for program expenses. Both grants fluctuate yearly and are dependent on the State Budget as well as the budget for the Administration for Community Living (ACL) which is part of the federal government. Present and future funding for the SHINE program continues to be a major concern that we closely monitor, and we have been proactive with the Massachusetts Executive Office of Elder Affairs and our State Legislators to work towards a more secure funding source for the future. We have seen our numbers increase from 3,635 client contacts in FY08 to over 6,700 in FY16 and anticipate further growth in as SHINE Counselors take a major role in counseling those Medicare / Medicaid clients (dually eligible) who are now being offered insurance options (Integrated Care Organizations) that were not available in the past.

Additional support for our Programs and Services comes through the Senior Community Service Employment Program (SCSEP) as the Council on Aging acts as a host agency. SCSEP is funded under Title V of the Older Americans Act for the purpose of promoting useful part-time opportunities in community service activities for unemployed low-income persons who are age 55 and older. This helps to foster individual economic self-sufficiency and to assist a person in transitioning to unsubsidized employment. The division is extremely grateful to the continued financial support of the Friends of the Center at the Heights.

COMMUNITY PARTNERSHIPS AND COLLABORATIONS

During the past calendar year we have collaborated with several town departments to plan, promote and/or host a number of programs, including Public Health's flu clinics, Park & Recreation programs, and computer courses with the Library and the Needham Public Schools.

Our ability to provide the extensive services and programs that we are proud to offer is in part due to the relationships that we have developed with many organizations and agencies. We work closely with many Town Departments to include but not limited to the Youth Commission, Health Department, Needham Public Schools, Park and Recreation, the Library, Public Facilities, Police and Fire Department and participate in various committees such as the Domestic Action Violence Committee, the Needham Coalition for Suicide Prevention, the Housing Committee and Triad, which is a partnership between law enforcement, older adults and community groups that promotes older adult safety.

We worked with many other community partners throughout the year as well. This list includes Springwell bringing us their Tai Chi for Arthritis, Diabetes Self-Management, Chronic Pain Self-Management Healthy Living Workshops as well as Newton-Wellesley Hospital sharing Matter of Balance. All of those are evidence-based programs. Other community partnerships have included AARP and their Safe Driver Program as well as their tax counseling program which served 226 people. We expanded our work with the Newton and Weston COAs on a regional Screened Home Contractors Program and partnered with the Needham Community Council, Beth Israel Deaconess Hospital, and Assisted Living, Independent and Skilled Care Facilities throughout the area on wellness, nutrition, financial planning, and legal services.

Some additional collaborations included intergenerational partnerships with the Mitchell and Hillside Elementary Schools, as well as the Lovin Spoonful Food Rescue Program which salvages food from Trader Joe's, Volante Farms and Whole Foods supermarkets and delivers them to our café weekly.

Building and maintaining relationships with organizations and agencies helps us in our ability to access services and resources for our participants and residents. A good working knowledge of our community partners enhances our ability to provide more thoughtful and thorough information and referral which is a key in providing case management. Community Organizations mentioned above are only a handful of the almost 100 that were identified when we submitted information during our last reaccreditation process. They and others have helped to sponsor our events and offered space in which to hold programs and groups that might otherwise not have had a place to meet or the finances necessary to make it happen. Without our relationship with organizations such as AARP, the Arthritis Foundation, Springwell, VNA Care Network, Charles River ARC, the YMCA and the Needham Schools and Needham Community Education, we would not have been able to offer free tax counseling, and legal assistance, a congregate meal site, a blood pressure clinic twice a month, food shopping assistance, and much more. We look forward to continued productive relationships as we work towards fulfilling our mission and meeting our goals.

NEEDHAM PUBLIC HEALTH DIVISION

Needham Public Health
Prevent. Promote. Protect.

Timothy Muir McDonald, MPA, Director, *Donna Carmichael, R.N., Public Health Nurse, Catherine Delano, MSW, M.P.H, Senior Substance Use Program Coordinator, Monica DeWinter, Substance Use Prevention Support Assistant, Maryanne Dinell, Traveling Meals Coordinator, Kerry Dunnell, MSW, Special Assignment Support, Angela Giordano, Substance Use Prevention Intern Tara Gurge, R.S., M.S., Environmental Health Agent, Brian Flynn, R.S., Environmental Health Agent, Summer Koop, Substance Use Prevention Intern, Danielle Landry, Animal Inspector, Karen Mullen, M.B.A., Substance Abuse Coordinator, Jessica Orthman, M.B.A., Program and Communications Support, Alison Paquette, R.N., Public Health Nurse, Carol Read, M.Ed., CAGS, Senior Substance Use Program Coordinator, Lynn Schoeff, M.Ed., Healthy Aging and Special Project Support, Karen Shannon, Substance Use Prevention Support Assistant, Dawn Stiller, Administrative Coordinator*

Elected Board of Health Members: *Edward V. Cosgrove, PhD (Chair), Stephen Epstein, MD, MPP, Jane Fogg, MD, MPH (Vice Chair)*

MISSION

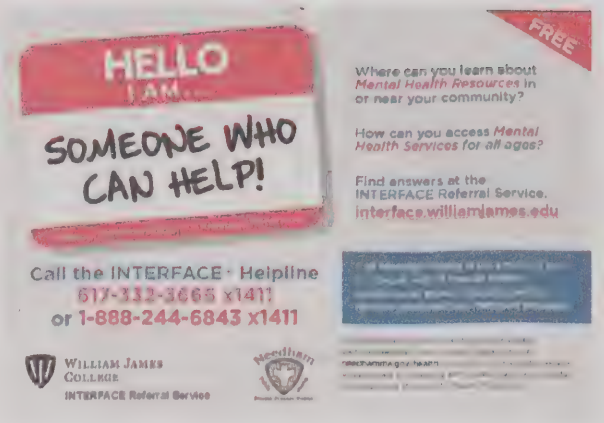
The Needham Public Health Division is empowered through the Needham Board of Health by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The Division strives to prevent and control the spread of disease, to address environmental issues, to promote healthy lifestyles, and to protect the public health and social well-being of all Needham's residents, especially the most vulnerable.

FY2016 HIGHLIGHTS

- On a budget of $654,002 an additional $451,737 was received during the year including $359,384 in grants and donations and $92,353 in permits and fees.

- The Public Health Division Chairs the Housing Taskforce, Co-Chairs the Needham Coalition for Suicide Prevention, Co-Chairs the Local Emergency Planning Committee, Co-Chairs the Domestic Violence Action Committee, Leads the Substance Prevention Alliance of Needham, Coordinates the Tobacco Control Program, and Coordinates the Medical Reserve Corps.

- INTERFACE, brought to Town by the Needham Coalition for Suicide Prevention, provides efficient access to mental health providers and other educational services to the Town Human Services Departments, the Needham Public Schools, and the community residents. Funding is provided by the Kyle Shapiro Foundation and Beth Israel Deaconess Hospital Needham. This service is overseen by the Public Health Division and the Public School Guidance Department, and was renewed for a second five-year period and is in year two of that five year period.



- The Public Health Division is the connection for the coordination of social services within the community with the following departments: Human Services, Riverside, Springwell Elder Services, Needham Community Council, Needham Police and Fire Departments, Building Department, and the Needham Public Schools.

Riverside Community Care

THE HELP YOU NEED CLOSE TO HOME

- In FY2016, the Community Crisis Intervention Team (CCIT) was created to improve the way our community responds to residents who experience mental health or substance use crises. The team is a community partnership with multiple agencies including the Division of Public Health, the Police and Fire Department, Council on Aging, and Riverside Community Care. CCIT identifies at-risk Needham residents and confidentially addresses those with chronic needs primarily related to substance use disorders, mental health conditions and domestic violence. The CCIT works to provide resources to enhance engagement in assessment, treatment, and family system restructuring to break the cycle of recurring incidents and enhance health and wellness.

- The Public Health Division continues to look for opportunities for shared services with other towns. The Director is on the steering committee of Norfolk County 7 (Wellesley, Dedham, Westwood, Milton, Norwood, and Canton) and on the regional steering committee for Region-4B (27 towns bordering Boston) focused on Emergency Preparedness activities sharing exercise and deliverables to the Center for Disease Control.

- The Public Health Division encouraged concussion awareness activities for youth sports teams and parents. Education and outreach to parents, sports teams and coaches occurs through speaking engagements and dispersing educational materials.

- The Health Department manages the Heartsafe Community Program in Needham. This program promotes community awareness of potential for saving lives of sudden cardiac

arrest victims through the use of CPR (cardiopulmonary resuscitation) and the use of AED's (automatic external defibrillators). 12 Automatic External Defibrillators in Town Buildings are maintained and the Public Health Nurse provides AED/CPR classes to employees of those buildings. 26 municipal employees are trained and certified in American Heart CPR/AED's in addition to personnel in the Schools, Fire and Police Departments.

- Needham residents can now safely dispose of medical sharps in a new kiosk at the Needham Recycling & Transfer Center. Medical sharps include hypodermic needles, syringes, and lancets used to treat people and animals for chronic diseases and other medical conditions at home. A Massachusetts state law bans the disposal of sharps in household trash due to the risk of injury and disease from accidental needle sticks. All needle stick injuries must be treated as if the needle were infected with a disease, which leads to the costs and anxieties of medical testing and treatment. Protect yourself and others by adhering to the following directions for proper disposal of sharps.

- The Substance Prevention Alliance of Needham (SPAN) and the Needham Police Department participated in the biennial DEA National Medication Take-Back Days. Over 55,000 prescription medications and 22,500 over-the-counter medications have been dropped off for safe disposal since the inception of the program in 2010. There is also a medication disposal kiosk available 24 hours a day, 7 days a week in the lobby of the Needham Police Department lobby. Approximately 60 lbs. of medications are collected each month in the *MedReturn* disposal unit.

- *5th Quarter* is a substance free, evening social event held in the Needham High School gym after NHS sporting. The first ***5th Quarter*** was held on a rainy Friday night in October, 2010. Over 200 students came back to the school after the football game to socialize enjoying pizza, snacks, a DJ, raffles and ping pong; all at no cost! Since that first successful ***5th Quarter***, the Public Health Division and the Needham Coalition for Youth Substance Abuse Prevention have received generous donations from the community to enhance, promote and sustain this program. During the 2015-2016 school year we ran three successful ***5th Quarter*** Events attracting nearly 900 Needham teens. These are free events where high school students come together with their friends in a safe environment, reinforcing the belief that fun can be had without the presence of alcohol or other drugs. Our work with youth is creating a shift in community norms away from underage substance use as a rite of passage.

- By arranging for a generous donation from the Newton-Wellesley Hospital, the Public Health Division and the Substance Prevention Alliance of Needham (SPAN) provided *AlcoholEDU* to over 400 9th grade students. *AlcoholEDU* is an interactive, evidence-based online alcohol prevention program which addresses underage alcohol use and binge drinking; the biological, psychological and social emotional impact of underage alcohol use, Social Norms and Refusal Skill Building. A companion module, *AlcoholEDU for High School Parents*, provided a 20-minute online program featuring information on youth and alcohol, strategies and skills to talk to about alcohol use, underage drinking and navigating high-risk situations.

- 447 retail/food service inspections conducted on 168 establishments. There were also 107 temporary food permits issued. Every food establishment was inspected routinely at least every six months as required by the Massachusetts Department of Public Health and more often when necessary. There were 17 food complaints investigated.

- Continued permitting grease waste haulers in town (29 haulers permits), and inspected and permitted trash haulers (30 trash hauler permits).

- 42 general nuisance complaints and housing complaints investigated and resolved.

- 64 employees who sell tobacco products in 12 tobacco vendors viewed the Public Health Division's video on tobacco regulations and procedures to sell. Four compliance checks were completed on all tobacco vendors and there were **five** sales to a minor over the course of the year. No vendor logged more than one underage sale.

- 222 communicable diseases reported and investigated, and over 839 immunizations were administered in FY2016. More than 567 persons consulted the Public Health Nurses for wellness visits (general public and Town/School employees). The nurses also provided services for over 1,000 employees throughout the Town.

- The Traveling Meals Program delivered over 9,687 meals and volunteers provided approximately 2,000 hours of service to pack and deliver the meals. This was a substantial increase in the number of clients served, and is a tribute to both the number and the commitment level of volunteers.

A SELECTION OF GRANTS AWARDED AND DONATIONS RECEIVED

$8,143	CDC/MDPH Region 4B Public Health Emergency Preparedness grants (4) to fund development of Special Population and Emergency Dispensing Site plans, to purchase supplies, and develop exercises and trainings.
$7,500	National Association of City and County Health Agencies (NACCHO) development grant to fund Medical Reserve Corps trainings and to fund a part time coordinator position.
$43,708	Springwell grant for individuals in the Traveling Meals Program who are unable to pay the cost of their meal.
$17,200	FRIENDS of the Needham Board of Health and Traveling Meals Program, Inc. The group was formed by Needham residents to assist the Health Department in raising and obtaining funds for programs not fully supported by Federal, State and Local Government programs. Funds are used to assist Traveling Meals clients to pay for meals and to assist residents for fuel expenses. Participants must meet federal eligibility requirements or have other demonstrated need. FRIENDS also support Public Health Division programs and initiatives.
$1,599	Donations – Memorial donations for Traveling Meals.
$30,000	Volunteer Services provided over 2,000 hours (approx. equal to over $30,000 in salary) to pack and deliver meals to clients on the Traveling Meals Program
$5,000	Grant from the Massachusetts Department of Public Health for activities of the Needham Coalition for Suicide Prevention.
$12,000	Community Donations for the Needham Coalition for Suicide Prevention.
$600	Donations from the community including donations and recycling of old cell phones for activities of the Domestic Violence Action Committee

PUBLIC HEALTH NURSING

The Public Health Nurses investigate communicable diseases and surveillance within the community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. The Nurses provide residents and town employees with education and the opportunity to adopt healthier lifestyles through:

- Wellness Clinics/Blood Pressure checks, Nutritional and other health related counseling
- Education on communicable disease, personal illnesses and disease prevention

The Needham Health Department provides community outreach through speaking engagements with community groups. Outreach is provided to the local hospital through our coalitions and committee work and speaking engagements with Medical Staff during Grand Rounds.

Outreach is increasing with our town employees through seasonal trainings and education such as mosquito and tick borne diseases as well as "How to Stay Healthy" education sent via email. Four Health Matters articles were published along with four Public Service Announcements and eight Needham Cable news interviews with regards to health education and program promotion. The focus of these programs is to keep our community updated and educated on the constant changes in Public Health.

Screening Programs

	FY2014	FY2015	FY2016
Employee Wellness	825	981	1,028
Employee Education/Training	8	12	188
Police Weight Screening	31	34	33
Wellness Office Visits	528	287	447
Wellness Clinics - Visits	200	141	31

Immunizations

	FY2015	FY2016
Influenza Doses Administered	723	816
Other Immunizations Administered	26	23

Federal Fuel Assistance Programs

The Salvation Army Program, "Gift of Warmth" and "FRIENDS" Programs assist those Needham residents who meet specific financial criteria, with payment towards heating and electric bills. Federal Food Stamps for Senior Citizens and disabled individuals only, are available to qualified Needham Residents. The Health Department is the local service unit for Needham.

Assistance and Human Service Programs

	FY2015	FY2016
Coordinate Local Assistance (families)*	72	45
Federal Energy Assistance (families)	51	27
Salvation Army (families)	4	0

**Funds/services contributed by local human service agencies and houses of worship*

ENVIRONMENTAL HEALTH

Environmental Health activities are determined by legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code,

Department of Environmental Protection, and Right-to-Know. Implementation and enforcement of State and Federal regulation requirements and applicable local laws and administrative rules and regulations is the number one priority to assure compliance with environmental quality and public health protection objectives.

The Environmental Health Agents protect the public's health by monitoring and regulating a variety of establishments throughout town. They license and conduct inspections of all retail/food service establishments (including mobile food vendors), tobacco vendors, public/semi-public pools and special purpose pools, a bottling company, and establishments that use sharps within the community. They also issue temporary food event permits and conduct inspections at all outdoor food events (annual fairs & the Farmers Market, etc.)

The agents also actively review proposed plans and conduct inspections of new/upgraded Title V septic system installations and repairs. They also conduct the following: Inspect Chapter II sanitary housing units, review subdivision plans (for off-street drainage bond release requests); and follow-up on a variety of complaints (food/nuisance/housing/tobacco).

They review the following: New and renovated food establishment design plans; additions/ renovations to homes on septic systems; new or upgraded pool design plans for semi-public pools; notification of demolition applications; septic hauler/installer permit applications; and well permit applications (irrigation and geothermal). They also review domestic animal permit applications and issue annual permits along with conducting inspections and quarantine animals as needed. Tobacco compliance checks are conducted every three months and routine tobacco inspections are conducted every six months. Agents also respond to work place smoking complaints. The Environmental Health Agents actively work with other Town Departments in providing environmental risk assessment and control. In addition, to ensure environmental quality, the agents respond to environmental emergencies, such as oil leaks.

Another primary focus is to improve community awareness of public health issues and to help reduce the incidence of seasonal public health concerns by providing health education and

information to Needham residents. This is accomplished through newspaper articles, cable slots, on-site trainings, and by providing in-house brochures and State/Federal website links which contain up to date public health information. They continue to actively serve on committees in town. They continue to be involved in a variety of seminars and on-going training sessions, which include certification renewals (i.e. ServSafe Food Training, Soil Evaluator, Certified Pool Operator, Housing Inspector, etc,) to remain apprised of today's public health issues and to review the most up to date code requirements.

Inspections and Reviews

	FY2014	FY2015	FY2016
Carbonated Beverages:	1	1	1
Food service: inspections, routine & complaints:	515	457	447
Chap. II housing inspections/follow-ups:	15	15	18
General nuisance complaint follow-ups:	42	43	44
Title V septic system inspections, plan reviews, and home additions & misc.	135	116	116
Title V septic systems installations:	6	14	23
Subdivision field inspections/plan reviews:	8	7	3
Swimming pool inspections:	12	13	9
Suspect food borne illness reports submitted to state:	0	0	0
Demolition reviews:	117	100	110
Tobacco compliance: Checks, complaints and inspections:	78	72	77
Hotel permits	2	2	3

Licenses and Permits

	FY2014	FY2015	FY2016
Animal Permits:	14	15	16
Bottling Plant Licenses:	1	1	1
Food Establishment Licenses:	166	170	176
One-Day & Temporary Event Permits:	90	96	107
Mobile Food Licenses:	8	10	9
Septage/Grease Hauler Permits:	26	25	29
Sharps Hauler	2	2	2
Subsurface Sewage Installer Permits:	9	10	9
Tobacco Sales Permits:	12	12	13
Disposal of sharps permits:	8	10	10
Well Permits	8	14	6
Trash/Waste Hauler Permits	24	29	30

THE TRAVELING MEALS PROGRAM

The Needham Health Department's Traveling Meals Program is in its 44th year. This fee-for-service Program offers a nutritious, well-balanced lunch and dinner (delivered once a day) to eligible residents.

This Program is available to Needham residents that are housebound and meet the following criteria:

1. Living alone in their home with lack of support of family or homemaker services.
2. Resident with physical or cognitive limitations that restricts their ability to prepare or provide for their daily food.
3. Do not have transportation - unable to drive.
4. Needs the assistance of the Program for a minimum of 2 weeks.

This year, July 1, 2015 through June 30, 2016, our dedicated and committed volunteers packed and delivered eight-thousand (2 Meal Packages).

Beth Israel Deaconess Hospital Needham prepares the meals and their generous commitment to the Traveling Meals Program made it possible for this Program to continue to provide a 2-meal a day plan; a cold meal (milk, sandwich on wheat bread, juice, fruit and dessert) and a hot meal with roll and butter.

Donations from the "FRIENDS" of the Needham Board of Health and Traveling Meals Program (a fundraising committee), along with a grant from Springwell, the Elder Services Program based in Watertown, supplemented the cost of some meals for more than 50 of our Needham residents needing assistance.

SUBSTANCE PREVENTION ALLIANCE OF NEEDHAM (SPAN)

SPAN envisions Needham as a cohesive community that supports all of our youth to grow and develop to be substance free and healthy in mind, body and spirit. The Coalition's mission incorporates a collaborative, community-based and data-driven prevention approach to reduce alcohol, marijuana, and other drug use among Needham youth. Through community education, partnerships, and strategic action, we will decrease the risk factors associated with substance abuse and increase the protective factors that are shown to enhance the health and safety of youth. Priority projects during FY2016 included:

- **Community Awareness** and **Education** on prevention, substance, use and mental health disseminated through print and on-line media outlets: The Needham Times, Wicked Local Needham, The Hometown Weekly and Needham PATCH.

- **Counseling and Peer Support Services** including phone or in-person consultation for resident substance use and mental health support. Initial clinical review of presenting issues, referral for assessment, treatment resources, and on-going support services.

- **Support and administer the Students Advocating for Life without Substance Abuse (SALSA) program.** SALSA is a mentoring and peer leadership skills program for students who abstain from alcohol and other drug use. This program has been awarded a Prevention Leadership Citation by Norfolk DA Michael Morrissey for exemplary work. In FY2016, SALSA peer leaders, who are Needham High School students in grades 9-12, are trained to speak to middle school students, presenting themselves as healthy, happy, and productive teenagers who have chosen not to use alcohol, tobacco or other drugs. SALSA students…
    - validate the high-risk behaviors youth face,
    - model leadership as athletes, musicians, dancers, members of drama clubs and student government, and
    - teach "Refusal Skills" to 8th grade students during Health classes.

DOMESTIC VIOLENCE ACTION COMMITTEE

The Needham Domestic Violence Action Committee (DVAC) was founded in 1994 by the Needham Health Department and is Co-Chaired by the Public Health Division and the Police Department. DVAC is a community based interagency and interdisciplinary team formed to raise awareness of domestic violence. The mission of this committee is to educate the community, schools and workplace and provide them with outreach programs, resources and referral services. The Police Department

and the Health Department Co-Chair the committee. Activities have included: http://www.needhamma.gov/health/domesticviolence

- Administered cell Phone Recycling Program with Shelter Alliance.
- Supported "Take Back the Night" at Needham High School has occurred for nine consecutive years! "Take Back the Night" is a National Organization devoted to ending the silence about Domestic Violence.
- Presented educational programs and information to Civic and Business groups, and at community fairs.
- Developed and maintained list of experts for referrals on the DVAC Resource Card.
- Advised and supported Needham Public Schools to create consistent messages of awareness and prevention of domestic and dating violence, including updates to health and wellness curricula.
- Coordinated and dispersed resources and set up DVAC Training with REACH for BID Emergency Room and Social Services.

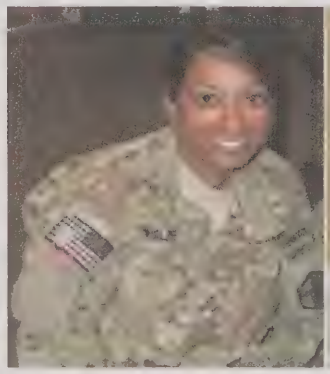
NEEDHAM COALITION FOR SUICIDE PREVENTION

The Needham Coalition for Suicide Prevention was organized in May of 2006 as a community response to the recent death by suicide of four young people and is co-chaired by the Needham Public Health Division and Needham Public School Guidance Department. It is a broad based coalition of 35 members reaching out to our town's diverse constituencies across the age continuum. We believe that suicide is preventable if we work together.

Please see the following websites for a detailed report on the committee's efforts at http://www.needhamma.gov/health/ncsp and for information on suicide for all ages please see the following link http://www.needhamacts.org.

WEST SUBURBAN VETERANS' DISTRICT

Sarada Kalpee, Director of the West Suburban Veterans' District



Stanley W. Spear, Jr., Deputy Director of the West Suburban Veterans' District

The West Suburban Veterans' Services District (WSVD) includes the Towns of Needham, Wellesley, Weston and Wayland. The main office is centrally located in the Wellesley Town Hall. There are satellite offices in each town in order to provide services. Office hours for Needham are Monday from 10am – 5pm and Thursday from 9am-12pm at the Center at the Heights and 12pm-5pm at Needham Town Hall. Veterans and their families are welcome to contact the main office in Wellesley for inquiries or to schedule an appointment by calling (781) 850-5504. The WSVD Board is comprised of a total of four members with one designee from each community. A full range of benefits and services are available to veterans and their families based on certain qualifications and eligibility requirements, please visit the WSVD website at www.westsuburbanveterans.com for more information.

DEPARTMENT OF VETERANS' SERVICES- NEEDHAM

The WSVD had some changes over the past year that included the hiring of a new Director, Ms. Sarada Kalpee. Ms. Kalpee has served in the U.S. Army Reserves since 2002 and currently holds the rank of Sergeant First Class. In 2013 she was deployed to Afghanistan as part of Operation Enduring Freedom, where she served for 12 months as a Senior Mechanic. More recently, Ms. Kalpee has served as a Veterans' Service Officer for the City of Boston. Ms. Kalpee's personal understanding of veterans' needs and her growing knowledge of the services available through the Massachusetts Department of Veterans Services, the U.S. Department of Veterans Affairs, and other entities will be of tremendous value to the veterans in our District. Ms. Kalpee in her role as Director is responsible for the provisions of all veterans' services across the District. This work includes outreach to veterans' and their families, assistance with filing of claims benefits, certification of applicants' eligibility, management of the business affairs of the District and the supervision of staff along with many other duties. The District is very pleased with the work Ms. Kalpee has performed in her first year and look for even more programs and services being offered to our veterans' and their families.

As part of this transition, Mr. Spear became the District's Deputy Director. Mr. Spear previously held the position of Director and was instrumental in the startup of the District while developing key relationships across the District and with representatives of the veterans' services agency.

Ms. Sally Rose continues to provide administrative support to the District and served as a key member during the recent changes.

Director Sarada Kalpee, Deputy Director Stanley W. Spear, Jr., and the Department of Veteran Services (DVS) provided the following benefits and services to veterans and their families within Needham:

- Carried out functions assigned to the Veterans' Office by Chapter 115 of the General Laws of Massachusetts and CMR 108.
- Provided assistance in applying for US Department of Veterans' Affairs (VA) benefits.
- Maintained a depository of discharges and records of veterans.
- Oversaw the disbursements of veteran's benefits to veterans and their families.

Throughout the year there were many Veterans, spouses, and other family members who visited the office in the Needham Town Hall. We were able to provide them with flags and markers for the graves of a family member, obtain a copy of discharge papers to file for veteran benefits, burial benefits, educational and bonus assistance, and other related benefits and information.

HIGHLIGHTS OF THE VETERANS SERVICE OFFICE

- During fiscal year 2016, $37,510.35 in Chapter 115 Benefits was provided to Needham resident veterans.
- Attended the annual Veterans' Service Officer (VSO) & MA Legislative Meeting.
- Expanded outreach efforts to the Veterans within the community.
- Attended the annual training seminar provided by the Commonwealth of Massachusetts Department of Veterans' Services.
- Held several presentations about various state and federal benefits that may be applicable to veterans and their families.
- Assisted veterans in accessing VA Health Care, GI Bill benefits, Pensions, Disability Compensation, and other VA related benefits.
- Aided veterans in obtaining various benefits provided by the Commonwealth such as the Welcome Home Bonus, Annuities, and Public Assistance.
- Attended several veteran related events at Mass Bay Community College
- Supported the Norfolk County RSVP program where volunteers drive veterans to medical appointments and other RSVP sponsored services.
- Visited many veterans and their families at their homes or skilled care facilities.
- Worked cohesively with other agencies to assist individuals in accessing additional benefits.
- Held the 1st Veterans Fair in Needham Town Hall
- Conducted numerous pinning ceremonies for WWII Veterans on the 75th Anniversary of Pearl Harbor.
- Supported American Legion Post # 14 and VFW Post # 2498 activities.

COORDINATOR OF CEREMONIES AND CARE OF GRAVES

Mr. William Topham, is the Town's Coordinator of Ceremonies and the Care of Graves and is responsible for Graves Registration activities and also serves as the Coordinator of Ceremonies. Mr. Topham works with WSVD. Director Kalpee and Deputy Director Spear in the coordination and operation of the Memorial Day and Veteran's Day observances and other related events in the Town of Needham. Mr. Topham is also responsible for some of the following:

- Fulfilling the requirements of Chapter 115, that all veterans' graves will have an American flag placed on them for Memorial Day.
- Ensuring that all veteran's graves in Needham and St. Mary's cemeteries are maintained, are cared for, and are free of debris.
- Ensuring that veterans who die without funds are properly interred.
- Organizing, coordinating, and participating in the Memorial Day Ceremonies and Parade as well as the Veteran's Day Observance.

HIGHLIGHTS – CARE OF GRAVES AND CEREMONIES

- Placed over 2300 American Flags on the graves of veterans in St. Mary's and Needham Cemeteries as well as at all of the Memorial sites within the Town of Needham.
- Organized and participated in the Memorial Day Parade and Observances.
- Assisted with the Purple Heart Recognition Day on August 7, 2016.
- Organized and led the Veteran's Day Ceremonies on November 11th.
- Increased community participation at the observances.

PURPLE HEART COMMUNITY

As part of a continued effort to honor the men and women of the town who have served bravely in the Armed Forces, at their July 21st meeting the Needham Board of Selectmen accepted a recommendation for the town to become a Purple Heart Community. Members from the Military Order of the Purple Heart (MOPH) presented the Purple Heart Community resolution. Senator Rush, Senator Ross, and Representative Garlick were in attendance and presented a Proclamation on behalf of the Commonwealth of Massachusetts. In recognition of Purple Heart Day each year on August 7th the Purple Heart Flag will be flown at Town Hall.

VETERANS ORGANIZATIONS

American Legion Post # 14 and VFW Post # 2498 each hold monthly meetings to discuss veteran's functions and topics. In addition, these meetings address other Veterans issues and concerns. A primary goal of these organizations is to offer their continued support and participation to the Needham community.

The WSVD Director is a member of the Massachusetts Veterans Service Officers Association of the Commonwealth of Massachusetts, Volunteer member for the United Service Organization New England and a board member on the Governors Veterans' Advisory Council Board.

The WSVD Deputy Director is a member of the Disabled American Veterans, the Massachusetts Veterans Service Officers Association of the Commonwealth of Massachusetts and a Past State Commander 2009-2010.

YOUTH SERVICES

Board of Directors: *Karen Folb, Chair, Julie Stevens, Vice Chair, David Bookston, Kevin Keane, Susan Patkin, Sonia Raja, Jillian Smith, Vincent Springer*

Department Manager: *Jon Mattleman,* ***Department Staff:*** *Katy Colthart, Maria Papantoniou, Elizabeth Loveless, Alexandra Kosciak, Adina Alpert, Ben Aronson (Graduate Clinical Intern), Julia Shults (Undergraduate Program Intern), Blake Schuller (Undergraduate Program Intern)*

Purpose

The mission of Needham Youth Services (formerly known as the Needham Youth Commission) is to provide leadership and a community focus on youth and family issues and to promote community wellness by: Identifying and addressing youth and family needs; Advocating for youth and family interests; Partnering with other youth and family serving agencies; Developing and implementing quality programs and services; and Educating and communicating with the public regarding youth and family issues.

Needham Youth Services operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the department's services are reaching more people and having a greater impact, it is clear that there is an escalating demand for services, and Youth Services has worked diligently to construct meaningful services designed to meet these needs. Learn more about Needham Youth Services at: www.needhamma.gov/youth.

FY2016 HIGHLIGHTS

VIP Program

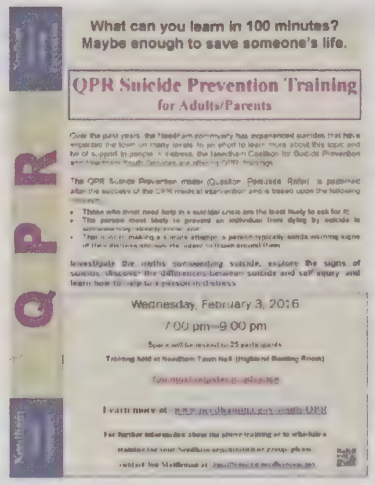
In Fiscal Year 2016, the VIP (Valuable Interactions among Peers) Program enjoyed its fourth year of operation. VIP matched high school students with elementary school age youth who had a need for additional support in their lives. The program allowed high school "Big VIPs" the opportunity to be role models for a young person in our community. The program also allowed elementary school "Little VIPs" (youth in 3rd grade to 5th grade) the opportunity to form meaningful relationships with high school youth. In the past fiscal year, the program continued to grow, and the feedback from participants was extremely positive (all participants completed an evaluation at the end of the year). In FY2016, 418 hours of volunteers participated in VIP. Learn more about the VIP Program at www.needhamma.gov/youth/vip.

Bullying Intervention Program

Three years ago, Needham Youth Services created an innovative new effort entitled the Bullying Intervention Program (BIP). This 10 hour clinical program worked with "Aggressors" to assist them to better understand the laws, implications, and the impact of bullying. Referrals were

accepted from the Needham Public Schools, private institutions, and from parents. All participants completed an evaluation at the conclusion of the program as well as another one after three and a final evaluation after six months to better gauge the impact of this program. In addition, Needham Youth Services collaborated with the Needham Public Schools on a pamphlet for parents on Bullying. Learn more about the Bullying Intervention Program and view the pamphlet for parents at www.needhamma.gov/youth/bip.

QPR Suicide Prevention Trainings (Question, Persuade, Refer):



The QPR Suicide Prevention model was patterned after the success of the CPR (Cardio Pulmonary Resuscitation) medical intervention and was based upon the concept that the person most likely to prevent an individual from dying by suicide is someone that person already knows (e.g. parent, teacher, relative, or friend). This program has been in operation for eight years, with each training two hours in length. QPR trainings were provided for professionals, parents, and for many community groups in Needham. Program participants completed an evaluation at the conclusion of each QPR. Learn more about QPR trainings at www.needhamma.gov/youth/qpr.

Community Crisis Response: Over the past decade, the Needham community has grappled with critical youth issues such as loss, self injury, depression, and anxiety. Youth Services has responded by outreaching to youth, parents, and families in a variety of ways including individual meetings, group sessions, and the distribution of informational materials. In addition, the department was actively involved with groups such as the Needham Coalition for Suicide Prevention and the Needham Coalition for Youth Substance Abuse Prevention. In FY2016, a significant number of staff hours were devoted to creating materials, meeting with community leaders, and to directly assisting youth and/or their parents with a crisis.

Safe Surf: Internet Safety for Middle School Youth and their Parents: Initially funded by the Needham Education Foundation, this long standing program provided 6th grade students and parents with the knowledge to navigate the Internet safely. Through workshops and written materials, students and parents learned about appropriate ways to use the Internet. In FY2016, 407 youth participated in this program (as well as completed an evaluation of program). In addition, Safe Surf Informational Booklets were distributed to parents (booklets were funded by the Needham Exchange Club). Learn more about the Safe Surf Program at www.needhamma.gov/youth/safesurf.

A Conversation…For Parents of Teens: Sponsored by the Needham Women's Club, this program has been offered to Needham parents for close to a decade. Each session allowed a maximum of nine parents per meeting, and each focused upon a specific youth-related topic such as alcohol/drugs, suicide/loss, stress, anxiety, and depression. Over fifty parents participated in this program in the past fiscal year. Learn more about "A Conversation…" at www.needhamma.gov/youth/aconversation.

Website and Social Media: The Youth Services website continued to grow in FY2016 as residents learned about services, read the Needham Youth Services Annual Report, viewed pictures of the staff and programs, and used this site to gather information about programs and mental health matters. In an effort to inform youth and families of the programs and resources of Needham Youth Services, e-mail addresses from residents were accepted and information was sent regarding programs and services (to date, over 1,200 have registered for this service). Residents can register for this free service at www.needhamma.gov/youth/email. Please visit the Youth Services website at www.needhamma.gov/youth. The department was also active on social media via a Facebook page, and over 350 people have "friended" this site, and it can be found on the Internet at: http://www.facebook.com/needhamyouthservices.

Individual/Family Counseling: The Masters level staff clinicians are skilled at working with youth and families who are experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, anxiety, and other mental health concerns. Who used these counseling services? They were neighbors, cousins, children, and friends; they were people with no health insurance or expired health insurance; they were people grappling with either a short or long-term problem; but mostly, they were people who had the hope and determination that life can bring greater satisfaction and reward. It was not unusual to work with an elementary age youth coping with a significant loss, a middle school student coping with parental alcohol use, or a high school student with a drug problem. The majority of referrals were for family issues, and the schools were the largest sources of referrals. In the past year 1,005 hours of counseling were provided to Needham youth and their families. Learn more about Youth Services' clinical work at www.needhamma.gov/youth/counseling.

Counseling/Psycho-education Groups: Group counseling/psycho-education was a practical and effective mode of both prevention and treatment and allowed the staff the opportunity to interact with greater numbers of people than individual treatment. Group intervention offered a unique opportunity for young people to learn about issues which affect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, bullying, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of special note was the "Extreme Looks" program, a four-day mind/body/spirit group for teen girls. In FY2016, 193 hours of group counseling/psycho-education services were provided.

Substance Abuse Awareness Program: Youth Services continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provided an assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy choices. All participants and their parents attended an Alcoholics Anonymous (AA) meeting to assist in transmitting the message that drugs and alcohol can negatively impact any person without regard to age, gender, or economic status. Learn more about the SAAP Program at www.needhamma.gov/youth/saap.

Picture Perfect: Picture Perfect was a workshop for all 7th graders at Pollard Middle School that investigated the issue of how the media portrays gender roles and appearance, and explored how this can negatively impact how youth feel about themselves. This program was well received and has been in operation for twelve years at the middle school. In FY2016, over 294 youth participated in this

program. Learn more about Picture Perfect at www.needhamma.gov/youth/pictureperfect.

RAY of Hope Program: RAY (**R**ecognize **A** **Y**outh) was established by Needham Youth Services 18 years ago in an effort to acknowledge the outstanding service and positive contributions that young people are making to the Needham community. Working in collaboration with the Needham Business Association, a young person was selected each month as the RAY of Hope recipient and was awarded a certificate from Youth Services and a check from a member of the Needham Business Association. The RAY of Hope program acknowledged youth and their role in making the Needham community a special place to live. Learn more about the RAY of Hope Program at www.needhamma.gov/youth/rayofhope.

Teen Dating Violence Program: Youth Services has provided seminars on Teen Dating Violence for all 9th graders at Needham High School for more than fifteen (15) years. These seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Participants completed an evaluation of the program itself as well as a survey of their involvement in or knowledge of teen dating violence situations in their lives. Over the past year, over 300 youth were involved in this program. Learn more about the Teen Dating Violence Program at www.needhamma.gov/youth/tdv.

Patrick Forde Good Person Memorial Award: In 2005, Needham resident and community activist Patrick Forde passed away unexpectedly at the age of 51. Patrick was a person who cared deeply about Needham and about youth and families. In an effort to honor Patrick, this award, now in its 9th year, is given annually to a Needham resident who has helped make Needham a better place to live through his/her volunteer work and commitment. This award is recognition that through volunteerism and caring, each person in our community is able to enhance Needham. This year's recipient was Colleen Schaller, honored for her work with Needham youth and families. Seventy-five people attended this year's award ceremony honoring Colleen, and to learn more about the Forde Award, visit the Forde Award website at: www.needhamma.gov/youth/fordeaward.

Employment and Volunteer Programs: The Employment Program consisted of two primary services: 1) Youth investigated employment opportunities in local businesses such as offices, restaurants, etc.; and 2) Youth were linked with residents and provided around-the-home support in the form of babysitting, yard-work, snow removal and more; additionally, the Volunteer Resource Listing was maintained to inform youth of area volunteer opportunities. In the past year both business jobs and volunteer opportunities transitioned to an online program, thus youth could access this information on the Youth Services website 24/7 (and this information was updated on a weekly basis). In addition 136 youth were registered in FY2016 to provide residents with around-the-home support services. Learn more about the Employment Program at www.needhamma.gov/youth/employment and learn more about the Volunteer

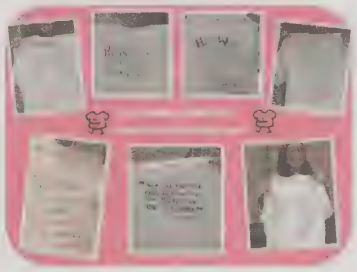
Program at www.needhamma.gov/youth/volunteerprogram.

Peer Tutor Program: This program matched high school students with middle and elementary school students in need of academic or organizational/study skills assistance. Needham Youth Services' role consisted of outreach to potential participants, training of high school tutors, monitoring weekly tutoring sessions, providing support if problems occurred, and facilitating communication between tutor and participant families. Over the past year, Peer Tutor Program volunteers provided 1,352 hours of support to younger students. Learn more about the Peer Tutor Program at www.needhamma.gov/youth/peertutor.

Needham Unplugged: The 15th annual Needham Unplugged was an awareness campaign to remind families and residents to "unplug their electronics" and "plug into" each other. "Unplugged" was a reminder that there is more to life than what is on the other side of a plug. A calendar for the month of March outlined activities that did NOT require electricity and emphasized person-to-person interaction and health. The centerpiece of this year's "unplugged" was the no-homework, no sports, and no meeting night for the Needham Public Schools, and there were no town meetings and virtually no civic, religious, or community meetings took place in Needham. Many area towns such as Newton, Belmont, and Holliston were impressed enough to replicate this program in their community. Other special days included "Phone Free Friday," "Text Free Tuesday," and a day of no Social Networking. Special thanks to partners at the Needham Park and Recreation Department and the Charles River YMCA, Needham Board of Selectmen, and to the Needham Public Schools for their support. Learn more about Needham Unplugged at www.needhamma.gov/youth/needhamunplugged.

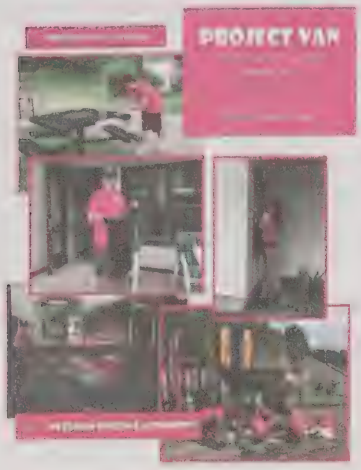
Graduate/Undergraduate Internship Program: In FY2016, Needham Youth Services welcomed a clinical intern from Williams James College (Formerly Massachusetts School of Professional Psychology) who provided individual, family, and group counseling services as well as extensive work on the Peer Tutor Program. In addition, the Summer College Internship Program provided support for summer programs as well as essential preparation for fall programs. Over the course of the past year, interns provided 926 hours of free service to the Needham community. Learn more about the Graduate and Undergraduate Internship Programs at www.needhamma.gov/youth/internship.

Make A Statement Day: This program was created and implemented at Needham High School for students and staff ten (10) years ago. Aimed at promoting diversity, acceptance, and understanding by creating an opportunity for students and staff to communicate about issues of importance to them, students and staff created and wore t-shirts with quotes, statistics, and/or statements about meaningful issues in order to raise awareness and have a voice. Now a well established and popular program at the high school, over 800 students and staff participated in this event this past year. Learn more about Make A Statement Day at www.needhamma.gov/youth/masd.



Project VAN *(Volunteers Around Needham):* VAN offered youth ages 13 to 17 the opportunity to work as part of a team providing valuable community service to non-profit

organizations in Needham. Sites included Charles River Center, Needham Park and Recreation Department, Needham Community Council, Needham Public Library, Needham Council on Aging, Needham Housing Authority, Needham Parks and Forestry, and Wingate at Needham. At the conclusion of each program day, participants completed an evaluation of their experience. Project VAN is generously supported by the Needham Community Council. VAN participants provided more than 341 hours of volunteer services over the past summer. Learn more about Project VAN at www.needhamma.gov/youth/projectvan.



Diversion/Restitution Program: In conjunction with the Needham Police Department and the Dedham District Court, Needham Youth Services continued to offer youth who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action and/or fines. Youth Services' role was to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth completed assignments at the Needham Public Library and other town departments. Learn more about the Diversion/Restitution Program on the Youth Services website at www.needhamma.gov/youth/diversion.

Seminars/Workshops/Presentations: Needham Youth Services designed and facilitated numerous trainings in the past year including one for new Needham Public School Staff, Babysitter Training Seminars, the Middle School Parenting Conference presentations at the schools and in the community, and many others. In FY2016 Needham Youth Services worked with a total of 2,435 youth, parents, and professionals in seminars and/or workshops. For a listing of presentations over the past year, visit the Parent Presentation webpage at www.needhamma.gov/youth/parentpresentations.

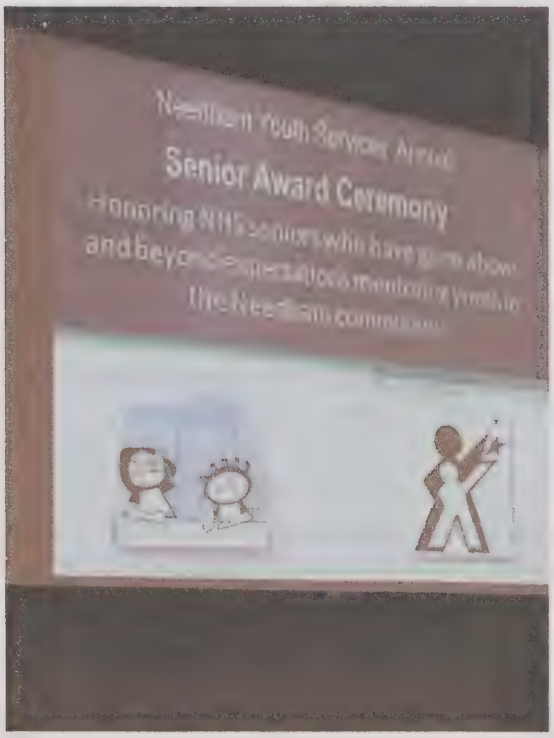
Partnerships: In recent years Needham Youth Services has received grants and/or donations from the following organizations: Needham Community Council, Tolman Trust Fund, Rotary Club of Needham Women's Club, Exchange Club of Needham, Middlesex Savings Bank, and many more local businesses, and private citizens. Needham Youth Services devoted considerable time working with the larger community and over the past year collaborated with groups/businesses such as:

- Charles River Center
- Mark's Moving and Storage
- Lisa's Boutique
- Needham Business Association
- Needham Clergy Association
- Needham Coalition for Suicide Prevention
- Needham Coalition for Youth Substance Abuse Prevention
- Needham Domestic Violence Action Committee
- Needham Exchange Club

- Needham Housing Authority
- Needham Park and Recreation
- Needham Parks and Forestry
- Needham Public Library
- Needham Public Schools
- Needham Women's Club
- Needham Community Council
- Needham Council on Aging
- Youth Resource Network
- Project Interface
- Regional Center for Healthy Communities
- Riverside Community Care
- Rotary Club of Needham
- School Health Advisory Council
- Wingate at Needham
- YMCA - Charles River Branch

Publications: Needham Youth Services created and/or distributed many original publications in FY2016 such as those listed below (learn more at www.needhamma.gov/youth/publications).

- Needham Youth Card
- Parent Guide to Teen Parties
- Information on Suicide
- Parenting Literature
- Safe Surf: Internet Safety for Middle School Youth and their Parents



Needham Youth Services

Single Parent Support Group

Being a parent is something you wouldn't change for the world — but doing it alone can sometimes drive you to exhaustion.

Are you a single parent interested in participating in a group addressing such issues as time management, raising healthy children, taking care of yourself, while at the same time getting to know other single parents?

For information, contact:

Katy Colthart, LICSW at 781-455-7500 x264
or by email at kcolthart@needhamma.gov

Program Details

- This group is FREE
- Childcare is provided onsite
- A light dinner will be served for both parents and children
- The group will be limited to 12 participants
- We ask that you please try to attend all group meetings
- All conversations will remain confidential

You must register in advance

Registration Deadline is July 2nd

www.needhamma.gov/youth/singleparent

DEPARTMENT OF PUBLIC WORKS

Back Row – Left to Right
Robert A. Lewis, Assistant Director
John P. Regan, Fleet Supervisor
Greg M. Smith, RTS Superintendent
Edward Olsen, Parks & Forestry Superintendent
Christopher E. Seariac, Water, Sewer & Drain Superintendent
Richard P. Merson, Director
Front Row – Left to Right
Rhainhardt F. Hoyland, Highway Superintendent
Carys Lustig, Administration Supervisor
Anthony L. Del Gaizo, Town Engineer

PURPOSE

The Department of Public Works promotes programs necessary for asset management and the preservation of infrastructure in order to provide for the health, safety, welfare, and convenience expected by the community for a high standard of living and good quality of life. The function of Public Works includes rendering services to all citizens in the areas of highway maintenance and construction; removing snow; supplying and distributing water; constructing and maintaining sewer and storm water; solid waste disposal and recycling; parks and forestry maintenance. The Department provides its own administration, engineering and equipment maintenance.

FY2016 HIGHLIGHTS

- The Department continues use of the Commonwealth Connect work order system, which allows residents to report their issues directly to the Town via a smart phone application or the Town's website and allows the Town to communicate updates to residents of projects that they are undertaking.
- Recycled 3,167 tons of materials including 1,642 tons newspaper and mixed paper, including phone books and magazines; 912 tons of commingle containers, including

glass, aluminum and tin cans, milk & juice cartons, plastic food & beverage containers, and 402 tons of cardboard.

- Disposed of 9,582 tons of non-recyclable materials at Wheelabrator Millbury (Waste-to-Energy Plant).
- The recycling rate for materials dropped off in the main residential drop-off area (non-recyclable waste in yellow PAYT trash bags and recyclable paper, cardboard and containers) was 42%. The overall recycling rate for all materials collected at the RTS (which includes non-recyclable waste from commercial, municipal, and school facilities, bulky items and clean-outs and recyclable and reusable materials including scrap metal, e-waste, textiles, etc.) was 55%.
- Captured 591 tons of metal and 10 tons of tires for recycling.
- Removed 14 cubic yard boxes containing oil-based paint (est. 3 tons) and 1,960 gallons of waste oil and anti-freeze (est. 6 tons) from the waste stream.
- Collected 182 tons of textiles, books, and small household goods for donation to Goodwill & Red Cross.
- Composted 6,472 tons of yard waste and 1,198 tons of food waste.
- Removed 27 tons of E-Waste from the waste stream including computer monitors & televisions with cathode ray tubes (CRTs) which are banned from the waste stream under the Massachusetts Department of Environmental Protection's (MassDEP) waste ban regulations.
- Diverted from the waste stream 8 tons of devices that contain mercury and other metals such as mercury thermostats & thermometers, rechargeable batteries (lithium & nicad), and fluorescent light tubes. Removed freon from 707 appliances (i.e. refrigerators, air conditioners); and recycled 3 lbs of lead acid batteries.
- Performed 77 waste load inspections of vehicles on tipping floor.
- 2,689 Disposal Area user stickers were given out of which 1,376 were residential, 128 were senior, 82 were commercial, 808 were additional, 295 were replacement and 0 were weekly passes.
- The recycling program at schools & public buildings captured 115 tons of materials for recycling, recycling 29.4% of their total waste.
- The October Household Hazardous Waste Collection Day was attended by 255 vehicles.
- The RTS was open for five Sunday afternoons in November for leaf collection and 3,592 tons leaves were collected.
- Continue the repair and preservation of the Town's 123 miles of roadways including 4.23 miles of asphalt paving; 11,600 gallons of rubberized crackseal; & adjusted and repaired 178 driveway aprons.
- Repaired 28,000 feet of grass berms; installed 3,240 feet of granite curb & 30,200 feet of asphalt curb.
- Continue the preservation of the Town's 160 miles of sidewalks, including the reconstruction of 18 handicap ramps and repaired 1.70 miles of sidewalks.
- Continue to upgrade and maintain the Town's 24 signalized intersections.
- Continue upgrading Accessible Pedestrian Signal per Manual on Uniform Traffic Control Devices (MUTCD)

- Continue to improve the Snow & Ice Program to provide the best service to the Town through equipment upgrade, use of corrosive inhibited anti-icing chemical, employee training and tactical improvements, and re-design of traditional snowplow routes.
- Inspected 527 Street/Sidewalk Occupancy and Excavation Permits.
- Completed 42 project reviews for the Planning Board and 4 project reviews for Zoning Board of Appeals.
- Completed 11 Traffic Count Studies.
- Prepared 7 Traffic Regulations.
- Completed construction of Second Avenue @ Highland Avenue intersection traffic re-design for Highland Ave Corridor Project.
- Completed the construction of the Mills Field improvements.
- Completed the design of Phase II of the Rail Trail Project.
- Completed construction of the St. Mary's Water Pump Station.
- Completed construction of Lantern Lane Head Wall Replacement.
- Completed design of Norfolk Street drainage improvements.
- Continued construction on Greendale Avenue Drainage Improvements.
- Continued construction of School Street water main reconstruction.
- Continued construction of the Central Avenue at Eliot Street Bridge.
- Continued Town Wide Sewer Inflow/Infiltration (I/I) Study.
- Continued Town Wide Watershed Management Study.
- Continued construction for Edgewater Lane Culvert Improvements.
- Continued construction of Sewer Inflow/Infiltration (I/I) repairs for various areas.
- Continued construction of Pleasant Street and Norfolk Street water main replacement.
- Continued design for Downtown Streetscape improvements.
- .Responded to 285 Parks & Forestry Division work requests.
- Needham recognized as Tree City USA for 21st year.
- The 2016 Arbor Day activities included the planting of 2 service berry & 1 sweet gum trees with the students at Newman Elementary School.

ARBOR DAY 4-29-16 at Newman Elementary School

ARBOR DAY 4-29-16 at Riverside Park with Grasshopper employees

FORESTRY

Tree Removals and Stumping	Tree Pruning Hours	Roadside Brush Removal and Flail Mowing
FY2014 = 91 trees FY2015 = 99 trees FY2016 = 88 trees	FY2014 = 1,736 hrs FY2015 = 1,533 hrs FY2016 = 1,441 hrs	FY2014 = 2,196 hrs FY2015 = 2,283 hrs FY2016 = 2,353 hrs

Tree Planting

FY2014 = 200 Arbor Day seedling + 159 trees on streets and parks + nursery: 135 trees
FY2015 = 200 Arbor Day seedling + 92 trees on streets and parks + nursery: 90 trees
FY2016 = 600 Arbor Day seedling + 134 trees on streets and parks + nursery: 95 trees

PARK AND RECREATION, MEMORIAL PARK, SCHOOL GROUNDS

Athletic Field Acres Fertilized

FY2014 = 28 acres (6 applications) + 47 acres (2 applications)
FY2015 = 28 acres (6 applications) + 47 acres (2 applications)
FY2016 = 32 acres (6 applications) + 47 acres (1 application)

Athletic Field Acres Aerated

FY2014 = 30 acres (once), 28 acres – 2 applications
FY2015 = 50 acres (once), 28 acres – 2 applications
FY2016 = 42 acres (once), 38 acres – 2 applications

Over-seeding	Diamond Work	Mowing Hours
FY2014 = 40 acres FY2015 = 46 acres FY2016 = 50 acres	FY2014 = 1,224 hrs FY2015 = 1,278 hrs FY2016 = 1,316 hrs	FY2014 = 3,816 hrs FY2015 = 3,712 hrs FY2016 = 3,676 hrs

- Repaired 33 water pipe leaks, including 14 water main breaks and 19 water service leaks.
- Responded to 22 water emergency calls (after regular business hours).
- Replaced & installed 1,339 out of 14,101 residential/municipal/condominium water meters, and replaced & installed 9 out of 722 Commercial Water Meters; total water meters in Town is 14,823.
- 22 Water service lines were replaced, including 3 lead-lined water service pipes.
- 5 new fire hydrants were installed.
- Successfully replaced 8 iron water service lines on 1 street with one inch copper tubing.
- Continue NPDES Program to remain compliant with EPA Memorandum of Agreement, including 14 catch basin replacements & 18 catch basins repaired, inspected & cleaned drain system; repaired 8 drain manholes, and bi-annual street sweeping to prevent accumulations of debris in catch basins that drain into the Charles River Watershed.
- Camera 140,307 feet & flushed 171,140 feet of sewer mains.
- Camera 75,707 feet & flushed 75,142 feet of drain lines.
- Installed 300 feet of 12 inch drain pipe at the Recycling & Transfer Station.

PUBLIC FACILITIES

DEPARTMENT OF PUBLIC FACILITIES - CONSTRUCTION

PERMANENT PUBLIC BUILDING COMMITTEE

George Kent, Chairman
Stuart Chandler
Natasha Espada
Paul Salamone
Roy Schifilliti
Peter Schneider
Irwin Silverstein

DEPARTMENT STAFF

Steven Popper, Director of Design & Construction
Hank Haff, Senior Project Manager
Phaldie Taliep, Project Manager
Michael Retzky, Project Manager
Kathryn Copley, Administrative Specialist

PURPOSE

The Public Facilities Department – Construction Division provides support for the Permanent Public Building Committee (PPBC) and helps advise and support the Town Manager on Facility construction, planning and operational needs. Town owned building projects with a total cost of $500,000 or more that involve construction, reconstruction, enlargement, or alteration are assigned to PPBC to oversee, unless the Committee defers jurisdiction in the instance where a project includes little or no actual building construction, or where there are extenuating circumstances as to the nature of the project.

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members who were appointed to be responsible for overseeing the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or constructed on land owned, leased or operated by the Town having a total project cost of $500,000 or more. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

In 1998 the Town hired a Building Construction and Renovation Manager to work on the projects. In 2006 this position was restructured and is now under the Public Facilities Department umbrella -Construction Division as the Director of Design and Construction. There are currently two project managers on the staff. State Laws now require all Towns and awarding authorities to appoint Owners Project Managers (OPM) for all construction projects over $1.5 million. The staff in this Department fulfills this requirement as the Employee OPMs on most Town projects.

FY2016 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 2016 fiscal year (July 2015 to June 2016). These projects were initiated during the period of 2012 thru 2016 fiscal years.

Project Name:	St Mary Street Pump Station
Project Status:	Complete
Authorization:	$5,915,100 total
Budget Status:	On Budget
Engineer:	BETA Group
Owners Project Mgr:	Camp Dresser & McKee Smith, Inc.
Contractor:	Waterline Industries, Inc.

At the May 2012 Annual Town Meeting, Article 37: Appropriate for Water Enterprise Fund Cash Capital, was approved out of which a total amount of $350,000 was designated for Fire Flow Improvements. The improvement is for the St Mary Street Pump Station. The project management was awarded thru design selection to Camp Dresser & McKee Smith, Inc. and the design was awarded to BETA Group.

At the May 2013 Annual Town meeting Article 47: Appropriate for St. Mary Street Pump Station was approved in the total amount of $5,565,100 for preparation of construction documents and construction.

The construction contract was awarded to Waterline Industries in December 2013 and construction began in April 2014. Construction was substantially complete in August 2015 and reached final completion in September 2015. Beneficial occupancy by the Town occurred on June 15, 2015 allowing for pumping of MWRA water to the Town's storage tanks at Dunster and Birds Hill. SCADA implementation of the Town's water distribution system was achieved under this project.

Project Name:	RTS Soil Remediation
Project Status:	Complete
Authorization:	$400,000 total
Budget Status:	On Budget
Engineer:	Weston & Sampson Engineers, Inc.
Owners Project Mgr:	Public Facilities – Construction
Contractor:	Construction Dynamics, Inc.

At the October 2012 Special Town Meeting, Article 16: Appropriate for RTS Remediation, was approved in the total amount of $400,000.00. Weston & Sampson was awarded the original study for the Salt Shed relocation thru design selection and continues to oversee the RTS Remediation. The project went out to bid in April 2013. The contractor is Construction Dynamics, Inc. The construction of the Salt Shed is complete and the Certificate of Occupancy was received on December 16, 2013.

Remediation monitoring by Weston & Sampson Engineers, Inc. was ongoing as a term of condition to the RAM plan thru December 2015. All of the wells had to test within the accepted reporting limits for a minimum of a year before testing could cease and the final report prepared, and approved by the DEP. Completion of the testing occurred in December 2015. The Permanent Solution Statement final report closed the site out.

Project Name:	Hillside Elementary School Feasibility Study
Project Status:	Ongoing
Authorization:	$58,237,500
Budget Status:	On Budget
Architect:	Dore & Whittier Architects, Inc.
Owners Project Mgr:	Public Facilities – Construction
Contractor:	Site Preparation - P.M. Zilioli, Inc. Building Demolition - Green Environmental, Inc. Construction - TBD

At the November 2013 Special Town Meeting, Article 2: Appropriate for Feasibility Study/Hillside School, was approved in the amount of $650,000.

Additional design funds in the amount of $45,000 were authorized at the November 2015 Special Town Meeting with the approval of Article 12.

Authorization of construction funds in the amount of $57.542 million occurred at the Special Town Meeting in October 20016 with the approval of Article 2.

A statement of interest was submitted to the MSBA in April 2013. The MSBA agreed to partner with the Town for this project at the reimbursement rate of 32.47% of the Eligible Project Costs. The project was approved for the eligible school projects by MSBA in December 2013. Certifications were compiled during the spring for submission for Feasibility Study approval.

The Town's Public Facilities Department Construction acting as OPM was approved by the MSBA for the Feasibility Study in the fall of 2014, and the architect, Dore & Whittier Architects, Inc. was selected through Designer Selection with the MSBA in March 2015.

The study has been in process and has gone through all stages of design required by the MSBA. The Preliminary Design Program (PDP) which studied over twenty potential sites in Town and was narrowed down to nine sites on June 1, 2015.

At the November 2015 Special Town Meeting, Article 13: Appropriate for Property Acquisition was approved. The Town purchased the The Owens Poultry Farm along with several houses. P.M. Zilioli, Inc. was awarded a contract for site preparation to remediate and remove unauthorized fill and soil contaminated with poultry grease in April 2016 from the property. The site preparation and remediation was substantially complete in June 2016. Demolition of the buildings is anticipated to start in the fall of 2016 and be finished in December 2016, except for 609 Central Avenue and 45 Sunset Road which will be used in lieu of contractor trailers.

The Preferred Schematic Report (PSR), which recommended a single site (the former Owens Poultry Farm), was submitted in December 2015 and was approved by the MSBA Board in January 2016. Schematic Design was submitted in June 2016 for MSBA Board approval in July 2016. An override for Construction Funds will be presented to the Town in November 2016.

Milestone documents are posted on the Needham School Department website.

Project Name:	High School Cafeteria Expansion
Project Status:	Ongoing
Authorization:	$2,250,000
Budget Status:	On Budget
Architect:	Drummey Rosane Anderson, Inc.
Owners Project Mgr:	Public Facilities – Construction
Contractor:	TBD

At the May 2015 Annual Town Meeting, Article 39: Appropriate for High School Expansion for engineering and design services, was approved in the amount of $150,000, for the Cafeteria Expansion of the project. Drummey Rosane Anderson was retained as the project designer.

Construction funds were appropriated at the November 2015 Special Town Meeting thru Article 11: Appropriate for High School Cafeteria Construction in the amount of $2.1 million for preparation of construction documents and construction.

The construction contract was awarded to Paul J. Rogan & Sons in December 2015 and construction began in April 2016. Construction is expected to be substantially complete in August 2016 and reach final completion in the fall of 2016.

Project Name:	DPW/Public Services Administration Building Location Feasibility Study
Project Status:	Ongoing
Authorization:	$40,000
Budget Status:	On Budget
Designer:	Weston & Sampson Engineers, Inc.
Owners Project Mgr:	Public Facilities – Construction
Contractor:	TBD

At the May 2015 Annual Town Meeting, Article 14: Appropriate for DPW/Public Services Administration Building Location Feasibility Study, was approved in the amount of $40,000. This study will proceed after a preferred site for the Hillside School has been approved, sometime around January 2016.

The goal of the study is to further evaluate and identify possible alternatives to relocate the full DPW program.

The designer, Weston & Sampson Engineers, Inc., was selected through Designer Selection in February 2016. The study should be completed by the fall of 2016. The feasibility study is underway.

Project Name:	Rosemary Recreation Complex
Project Status:	Ongoing
Authorization:	$1,000,000
Budget Status:	On Budget
Architect:	Bargmann Hendrie & Archetype
Owners Project Mgr:	Public Facilities – Construction
Contractor:	TBD

At the May 2015 Annual Town Meeting, Article 30: Appropriate for Rosemary Pool for design and engineering, was approved in the amount of $450,000, from Community Preservation Act funding.
At the May 2016 Annual Town Meeting, Article 40: Appropriate for Rosemary Recreation Complex design, was approved in the amount of $550,000 for the second phase of the design.

A Request for Qualifications for design services was advertised in June 2015 and the interviews and designer selection occurred in July 2015. The architect, Bargmann Hendrie & Archetype was selected through the Designer Selection process. Schematic Design was completed December 2015. ???

Further design funds were appropriated at the May 2016 Annual Town Meeting. The architect will continue with the design development and construction document phase. The facility will have to close for the 2017 season due to the expiration of the existing DEP permits. It is anticipated that the facility would be reconstructed and open for the 2018 season, pending construction funding appropriations at the May 2017 ATM.

Project Name:	Police & Fire Stations
Project Status:	Ongoing
Authorization:	$140,000
Budget Status:	On Budget
Architect:	Kaestle Boos Associates, Inc.
Owners Project Mgr.:	Public Facilities – Construction
Contractor:	TBD

At the November 2015 Special Town Meeting, Article 10: Appropriate for Fire Station 2 Feasibility Study, was approved in the amount of $50,000.
At the February 2016 Special Town Meeting, Article 3: Appropriate for Police/Fire Station 1 Feasibility Study, was approved in the amount of $90,000.

These two studies will be conducted together and will include a review of the operational needs of both police and fire departments, assessments of the facilities and space needs, study of demolition, rebuilding and phasing of the projects and cost estimates of various options.

A Request for Qualifications for design services was advertised in March 2016 and the interviews and designer selection occurred in April 2016. The architect, Kaestle Boos Associates, Inc. was selected through the Designer Selection process. The feasibility study is underway.

Project Name: Memorial Park Building and Grounds Feasibility Study
Project Status: Ongoing
Authorization: $50,000
Budget Status: On Budget
Architect: TBD
Owners Project Mgr.: Public Facilities – Construction
Contractor: TBD

At the May 2016 Annual Town Meeting, Article 43: Appropriate for General Fund Cash Capital - Memorial Park Bldg. & Grounds Feasibility Study was approved in the amount of $50,000.

The goal of this study is a full review of the building and grounds and lead to recommendations for either renovations or reconstruction to meet current needs.

The architect is anticipated to be selected through the Designer Selection Process in the fall of 2016.

Project Name: HS Classroom Expansion Alternatives Feasibility Study
Project Status: Ongoing
Authorization: $65,000
Budget Status: On Budget
Architect: TBD
Owners Project Mgr.: Public Facilities – Construction
Contractor: TBD

At the May 2016 Annual Town Meeting, Article 43: Appropriate for General Fund Cash Capital - HS Classroom Expansion Alternatives Feasibility Study was approved in the amount of $65,000.

The goal of this study is to review classroom expansion alternatives at the Needham High School. An architect for this project is anticipated to be selected in the fall of 2016.

NEEDHAM SOLAR PROJECT

The Public Facilities Department – Construction Division continued to facilitate the Needham Solar project at the RTS Capped Landfill, working as Project Manager with the Solar Energy Exploratory Committee (SEEC), and the Town Manager. Grant funding for Owner's Agent Technical Assistance was applied for in September 2013 and received in October to supplement town funding for the Owner's Agent, Beacon Solutions, Inc.

Six Solar Warrant articles were drafted and then approved by November 2013 Town Meeting. An RFP was issued in September 2013 for Energy Management Services for Solar Photovoltaic Installations. Eleven companies responded in October 2013 and four companies were shortlisted and interviewed. Brightfields Development, LLC was selected with a design that proposed a 3.7 MW DC installation creating around 4,800,000kWH/year. The 20-year EMSC was signed in

April 2014. The developer secured financing partnering with SolarCity, received all Planning Permits, DEP permits, and Interconnection permits in 2015. Construction started in June 2015, and interconnection occurred in the spring of 2016. A ceremonial ribbon cutting occurred around Earth Day 2016 with a dedication of the "Solar Sam" Weihe kiosk.

LOOKING FORWARD

Upcoming future projects include continuation of design for the Police & Fire Stations, High School Classroom Expansion, Memorial Park Building and Grounds, and construction of the new Hillside School, Rosemary Recreation Complex and the reconstruction of the DPW Facility at 470 Dedham Avenue and the relocation of the Fuel Island currently at that address.

Support for the School Department includes evaluating continued occupation and future renovations to the Emery Grover Building. In addition, projects anticipated include refurbishment of the Hillside Elementary School envisioned to be used as potential future swing space for School Administration, Mitchell Elementary School rebuild and Pollard Middle School addition and renovation. The above projects are included as part of the most recent Master Plan.

The Permanent Public Building Committee is challenged by the enormously important and complex projects that have been appropriated by the Town. Successful and timely execution of these projects is essential to satisfying full integration within the Towns infrastructure.

DEPARTMENT OF PUBLIC FACILITIES - OPERATIONS

Carys Lustig, Acting Director of Facility Operations
Wayne Whisler, Facility Operations Shift Supervisor
Andrew Hall, Facility Operations Shift Supervisor
Cecilia Simchak, Administrative Analyst
Jenissa Aybar, Department Specialist
Niki Rumbos, Department Assistant

PURPOSE

The Public Facilities Department, Operations Division identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town buildings. In addition, the Department formulates long-range building related capital needs, including cost estimates and feasibility assessments, for planning purposes.

The Spring 2006 Annual Town Meeting created the Department of Public Facilities under the direction of the Town Manager. The new department was preceded by the Municipal Building Maintenance Board which has been in existence since 1995.

Buildings cared for and maintained by the Public Facilities Department include: Town Hall, Public Safety Building, Fire Station #2, Public Library, DPW Main Building, Public Services Administration Building, Charles River Water Treatment Facility, Ridge Hill Reservation (three buildings), Carleton Pavilion, Center at the Heights (Council on Aging), Memorial Park Fieldhouse, Needham High School, Pollard Middle School, Newman Elementary School, Broadmeadow Elementary School, Eliot Elementary School, Mitchell Elementary School, Hillside Elementary School, High Rock School, Emery Grover School Administration Building,

and the Daley Maintenance Building.

FY2016 HIGHLIGHTS

Broadmeadow Elementary School:

- Cleaned all duct work throughout the building and repaired as necessary
- Retrofitted exterior lights and gym lights to LED lights
- Revised flue system and installed barometric dampers
- Replaced the combustion chamber on RTU 3
- Added additional sections to the boiler stack

Daley Building:

- Repaired cracks in the walls

Memorial Park

- Installed two hand dryers in one set of bathrooms
- Repaired the steps on the gazebo

Department of Public Works:

- Repaired a faulty door at the Garage
- Installed lighting in the sidewalk bays

Public Services Administration Building:

- Repaired the front door
- Converted exterior lighting to LED lighting

Center at the Heights:

- Connected the generator

Fire Station #2:

- Cleaned all duct work in the building and repaired as necessary

Eliot Elementary School:

- Replaced multiple windows throughout the building
- Cleaned all the duct work in the building and repaired as necessary
- Retrofitted parking lot lights and exterior lights to LED lights
- Added an additional aiphone station to allow for keycard entry into the building
- Refinished the wood floors throughout the building

Emery Grover:

- Installed an 8' privacy fence around the fuel tank

DeFazio and Carleton Pavilion:

- Installed two hand dryers in one set of bathrooms

Public Safety Building:

- Repaired all masonry joints and flashing around the chimney
- Painted the cupola surrounding the uilding
- Cleaned all duct work in the building and repaired as necessary
- Repaired multiple lights throughout the building

Charles River Water Treatment Plant:

- Repaired the air handler

High Rock

- Repaired the dishwasher and stove in the school kitchen
- Repaired the condensing motors

Transfer Station

- Installed three roof purlins in the 3 bay building and two roof purlins on the roof of the tipping floor
- Repaired the overhead door on salt shed

Library

- Repaired multiple lights
- Repaired holes in the sidewalk and reset the railings
- Cleaned all duct work in the building and repaired as necessary
- Repaired the chiller
- Repaired the sewage ejector pump
- Replaced 8 valve bodies

Kendrick Street Pumping Station:

- Replaced the exhaust fan for the wet well area

Needham High School

- Subdivided a set of rooms, painting the walls and installing new phone lines
- Replaced the emergency phone and emergency lights
- Installed a cement slab in the bus loop
- Installed a new water bottle filling station
- Repaired the boiler

- Retrofitted exterior lights and gym lights to LED lights
- Repointed and sealed the grand stairwell
- Replaced the BMS server
- Repaired pole lights in the parking lot
- Painted the balconies behind the school
- Refinished the wood floors

Hillside

- Replaced the exterior lighting
- Installed insulated shades in multiple rooms
- Repaired piping for the boilers
- Cleaned all ductwork in the building and repaired as necessary
- Repaired the deck
- Repaired the glass and installed Lexan in the stairwell
- Retrofitted lighting to LED lights

Mitchell

- Retrofitted lighting in the gym to LED lights
- Repaired the windows in the lobby of the court yard
- Painted the front, left side, and rear of the school
- Installed a switch that electrically raises and lowers basketball hoops
- Refinished the wood floors throughout the building
- Painted the exterior of the building

Chestnut Street:

- Painted the exterior of the building

Newman

- Reconnected the boiler stacks
- Retrofitted lights to LED lights
- Repaired the ramp and stairs to the courtyard
- Refinished the wood floors throughout the building

Pollard

- Installed a service for four receptacles in the media center
- Completed asbestos abatement and air quality monitoring
- Replaced the tile floor
- Removed and installed a new HVAC system in multiple rooms
- Reconstructed and updated one set of restrooms
- Cleaned all duct work throughout the building and repaired as necessary
- Painted the auditorium
- Retrofitted lighting in the gym and auditorium to LED lights
- Removed and replaced 452 lockers
- Refinished the wood floors throughout the building

Town Hall

- Repaired multiple columns
- Refinished the wood floors throughout the building

COMMUNITY SERVICES

COMMISSION ON DISABILITIES

***Elaine Saunders, co-chair, Jeanie Martin, co-chair**, Susan Crowell, secretary, Tatiana Swanson, treasurer and ADA liaison, and members Leon Foster, Debbi Heller, Bruce Howell, Barbara Moss, and Dale Wise. Liaison to the School Committee is Trisha Mullen; Needham Police Department Community Service Officer is Karl Harmon; Consultant from MetroWest Center for Independent Living is Paul Spooner.*

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month except for the months of July, August and December with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed town employee, and other interested Needham residents.

PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).
- To award grants to community based organizations that increase awareness of and educate persons about disabilities, and that help persons with disabilities participate more fully in programs and activities in Needham.

BUDGET

Office Supplies: filing cabinet and printer cartridge	$203.78
Two members attend Access Monitor training	$170.00
TOTAL	$373.78

FY2016 HIGHLIGHTS

- Worked in conjunction with the Metro West Center for Independent Living in Framingham and the Massachusetts Office on Disability on all legal and technical matters pertaining to the disabled.
- Contacted the owner of 1299 Highland Avenue regarding problems that resulted when the handicapped parking space was used as a receptacle for snow.
- Reviewed and assessed sites in Needham for ADA code violations including 272 Chestnut Street, New Garden Restaurant and the Post Office.
- Advised town officials and local businesses regarding the number and dimensions of handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance with ADA and the Architectural Access Board (AAB) regulations.

- Advised the Superintendent of the Highway Department, the Town Engineer and the Needham Police about the necessity of providing and maintaining accessible pedestrian signals at pertinent crosswalks in Needham. Also contacted them regarding the replacement of non-functioning streetlights in a residential area of Needham.
- Continued to make available handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Continued to sponsor a Needham resident who has been trained to assist the Needham Police by taking photographs of violators of handicapped parking regulations.
- Continued to award grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds made available from fines accrued from handicapped parking violations.)
- Worked on updating the NCOD brochure which is available at various town sites and is included in a welcoming packet for Needham newcomers. Enlisted the assistance of a Needham High School student to take photos of accessible equipment provided by NCOD grants to appear in the updated brochure.
- NCOD members made presentations regarding disability issues and worked interactively with students from Eliot, Hillside, Broadmeadow and Olin College.
- Consulted with architects and project managers regarding the Needham High School cafeteria expansion, the proposed new Hillside School and the Rosemary Recreation Project to ensure that compliance with ADA and AAB is achieved.
- Developed an NCOD grant application that appears on the Town of Needham website.
- A guest speaker from the Massachusetts Office on Disability presented information to NCOD on disability issues of mutual interest and weekly updates were received from the Disability Policy Consortium.
- Met with the director of Parks and Recreation to consult and advise on a variety of accessibility issues along the ADA Reservoir Trail.
- An NCOD member, a trained town volunteer and the Town Clerk continued to work together to promote use and understanding of the Automark voting machine which allows persons with visual disabilities to vote independently.
- An NCOD member served as a representative to the Downtown Streetscape Planning Committee to ensure that accessibility issues are addressed including handicapped parking and pedestrian access.
- Two NCOD members completed Access Monitor Training that was sponsored by the Mass Office on Disability.
- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.
- Continued to sponsor a weekly presentation on the Needham Cable Channel of the Ablevision program by Project Triangle, which highlights accomplishments of persons with disabilities.

FY2017 FORECAST/GOALS

- To continue to work with the School Administration, Town Clerk, Town Engineer, Highway Department, Permanent Public Building Committee, the Park and Recreation Department and other pertinent Town of Needham departments in an advisory capacity to

ensure compliance with AAB and ADA building codes at schools, playgrounds, private businesses, community based agencies and other municipal buildings as they are renovated.

- To work with Needham Public Housing, its residents and Needham businesses to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.
- To continue to inform non-compliant business property owners of regulations regarding proper handicapped parking signage and offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To continue to work with the Needham Police to enforce proper usage of handicapped parking spaces through a program that tickets violators.
- To participate in the Downtown Streetscape Committee and the Local Emergency Planning Committee to promote awareness of disability issues.
- To utilize funds accrued from handicapped parking fines for the specific benefit of persons with disabilities in the community through the issuing of grants.
- To continue to work with the Town Clerk's office to promote use of the Automark voting machine, so that persons with visual impairment can vote independently.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To complete the updated NCOD brochure and distribute it throughout the town.
- To dispense information and to serve as a resource to individuals and entities in the Town of Needham on issues relating to persons with disabilities.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program and Emergency Management Program, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to attend NCOD meetings which are publicly posted.
- For further information about the Needham Commission on Disabilities and about attending a meeting, please call NCOD at (781) 455-7500.

COMMUNITY PRESERVATION COMMITTEE

Staff:	***Members:***	***Appointed by:***
Patricia Carey, Staff Liaison	*Gary Crossen, Chairman*	*Board of Selectmen*
Kristen Wright, Recording Secretary	*Lita Young, Vice Chair*	*Board of Selectmen*
	Paul Alpert	*Planning Board*
	Robert Boder	*Historical Commission*
	Reg Foster	*Housing Authority*
	Ron Furman	*Town Moderator*
	Mark Gluesing	*Town Moderator*
	Peter Oehlkers	*Conservation Commission*
	Chris Gerstel	*Park and Recreation Commission*

PURPOSE AND MISSION

Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as "the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing." Needham voted to accept the legislation in November

2004. The Community Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund.

FY2016 ACCOMPLISHMENTS AND ACTIVITIES

- The Needham Community Preservation Fund received its state distribution of $579,514 from the Commonwealth in December 2015, a 29.7% match. The percentage from the state has varied from a low of 26.64% to a high of 100%. In total, $7,631,362 has been received from the state as of December 2015. The Town collected $2,027,077 in FY2016 through the local surcharge.
- The Committee held a public hearing in March 2016 to gather public input on the proposals under review for funding.
- At May, 2016 Annual Town Meeting, the Committee recommended and Town Meeting approved the funding of the following proposals:

$ 60,000	Planning Department	Community Housing Specialist
$ 310,000	DPW	Memorial Park Drainage
$ 25,000	Conservation Commission	Trails: Student Conservation Association
$ 118,000	DPW	Design: Rosemary Lake Sediment Removal
$ 550,000	Park and Recreation	Design: Rosemary Recreation Complex

- In addition to funding the proposals at the Annual Town Meeting, and as required by the state legislation, funds were spent or put in reserve for Community Housing and Open Space. The debt service for Town Hall is also paid through CPA funds, meeting the obligation for spending under Historic Resources. Remaining funds, totaling $1,537,037 were placed in the Annual Reserve, for future projects in those categories or Recreation. Approximately, five percent of the revenue was put into the CPA Administrative budget.

STATISTICS

- The Community Preservation Fund has provided financial support to fifty-six (56) projects, with a total of $24,426,352.

Community Housing total	$ 1,444,500
Open Space total	$ 2,084,619
Historic Preservation total	$ 15,301,733
Recreation and General total	$ 5,595,500

GOLF CLUB ADVISORY COMMITTEE

Daniel Dain (Chair), Roy Cramer, Jack Heavy, Richard Reilly, Jon Schneider, Mary Grace Summergrad

PURPOSE

The Golf Club Advisory Committee members are appointed by the Selectmen to act as a liaison between the Needham Golf Club and the Board of Selectmen. The Committee monitors Club operations to ensure that the Club is operated in accordance with the terms of the Lease with the

Town. The Committee also provides a forum for residents to obtain information about the operation of the Club and to resolve any disputes with the Club. The Committee reports to the Board of Selectmen.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9-hole golf course designed by a disciple of Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.8 acres of land leased from the Town.

The current Lease, approved by Town Meeting in 2008, expires on April 30, 2029, but is subject to the right of the Town to terminate at any time for "any lawful municipal purpose" upon action by the Town Meeting. Under the terms of the Lease, residents have the right to use the golf course for one full weekday, one partial weekday, and one partial weekend day. Greens fees charged are the same fees that members pay for their guests. In addition, the Club accommodates the Needham High School Golf Team and allows use of the premises for winter recreation. The Lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

The Golf Club Advisory Committee meets prior to the beginning of the golf season and at the end of the season and holds special meetings if matters arise at other times.

FY2016 HIGHLIGHTS

- The Committee met with Club President Kevin McNamara and Club Vice President Phil Atwood twice during 2016, on April 25 and November 14.
- At the two meetings, the Committee reviewed with the Club's leadership the Club's compliance with the terms of the Lease, including rights of winter recreation, Needham High Golf Team access, and resident days; as well as resident composition of new accepted members and the Club membership, and the prohibition of discrimination on the basis of sex, race, color, creed, sexual orientation, and national origin.
- The Club reported that fewer than 90 percent of new members for the calendar 2016 season were residents, below the threshold set forth in Lease section 9.2. The Club received a waiver from the Town Administrator under section 9.5.
- The Committee also reviewed with the Club whether there had been any issues with the neighborhood during the year. The Club reported few if any issues with neighbors. Committee members did not report learning of any neighbor complaints.

HUMAN RIGHTS COMMITTEE

Abdul Cader Asmal (Clergy Association)
JoAnne Coffey-McCormick
Barry Ehrlich
Cynthia Ganung (Clergy Association, IJTF, Diversity Initiative)
Kerry Hurwitch
Amelia Klein (Co-Chair FY2016, Diversity Initiative)
John Kraemer (liaison – NPD)
Ashok Mehta
Bud Schram
Jennifer Howard Schroeder - Chair
Matt Schroeder (NHS)
Marlene Schultz - Vice-Chair (Co-Chair FY2016)

MISSION

The Town of Needham's Human Rights Committee strives to reaffirm the worth and dignity of every human being. The diversity of the Needham Community is embraced and celebrated through the following NHRC activities:

- Education: Advocate appreciation for and respect for diversity
- Community Outreach: Organize community events to constructively promote diversity and tolerance
- Community Response: Respond to issues that challenge the human rights of any individual or group in the Needham Community

NHRC LOGO

NHRC

The NHRC logo design, which is universally recognized, combines the shape of a hand with that of a bird (dove). It was created by an international committee for the promotion and protection of human rights.

MEMBERSHIP

Official members of the Needham Human Rights Committee are Needham residents who volunteer to serve on the Committee. They are appointed by the Board of Selectmen.

> *The Committee shall consist of 12 members. When practicable, the Committee should include representatives or designees of the Needham Police Department and the Needham Public School Department (ex officio and non-voting), the Needham Commission on Disabilities, and the Needham Housing Authority. Membership should also include a representative of the local clergy, a senior citizen, a tenant of the Needham Housing Authority, a realtor, and a Needham High School student.* [Charge, Human Rights Committee, Approved Aug. 12, 2008]

MEETINGS

Human Rights Committee meetings are usually held the *third Thursday* of each month at Needham Town Hall, Highland Room, 7:30-9:00 pm. Meetings are open to the public and all meeting dates and agendas are posted on the Town website. On occasion, guest speakers are invited by the Committee to share their expertise in the area of human rights. Guest speakers play an important role as resources for planning future NHRC events. The Committee welcomes all Needham residents who are interested in human rights to attend a meeting and to learn about the work of the Committee.

SPONSORED COMMUNITY EVENTS

Organizing community events and educational forums related to human rights plays a major role in the work of the NHRC. Following are highlights for the Fiscal Year 2016.

***Needham 4th Annual Diversity Summit* – October 17, 2015 Pollard Middle School**

The Needham Diversity Summit brings together community leaders, friends, neighbors and students to explore, foster, strengthen and celebrate Needham's diversity - of socioeconomic status, race, sexual orientation, gender (including identity and expression), religion, ethnic identity, ability and age. The Summit attempts to empower groups that may otherwise feel unable or that lack the confidence to share their experiences and voices, and to provide a safe and inviting space for audiences to listen and respond. The NHRC was a co-sponsor of the day-long event. NHRC members served on the Diversity Summit Planning Committee and attended and hosted the Diversity Summit. NHRC members also led workshop sessions, an integral part of the Diversity Summit program.

***Martin Luther King Jr. Day Celebration* - January 18, 2016 Needham High School**

This annual community event celebrates the legacy and the life and achievement of Dr. Martin Luther King, Jr. The central focus of the MLK Day is children. Most of the performances are by or for children of all ages. An annual highlight is a combined choir of children from diverse Needham communities and groups. Middle school students conducted a ceremony of lighting candles in honor of those who have inspired them. Other program highlights included a keynote speaker, storytelling activities for children, a dance ensemble presentation, and a student art display. NHRC was a co-sponsor of the celebration. Committee members served on the MLK Day Planning Committee, organized and provided refreshments, attended and hosted the event. Additional sponsors were The Clergy Association, the Needham School Department and its

METCO Program, and the Needham Diversity Committee. (Photo courtesy Needham Diversity Initiative, Inc.)

***A Conversation with Our Muslim Neighbors* - February 4, 2016 Center at the Heights**

Residents of Needham had a firsthand opportunity to meet and interact with Muslim panelists from different cultural, economic and professional backgrounds. The distinguished guest speakers provided a comprehensive look at Islam (a handout was provided that compared and contrasted the beliefs of orthodox Islam and radical Islamic cults), and discussed anti-Muslim statements and beliefs that generate fear and misconceptions about Islam. The event was described as *an excellent opportunity for interfaith, intercultural learning and exchange* by attendees. The evening agenda highlighted questions voiced by members of the audience with responses from the panelists. An ensuing conversation took place after the event on the NHRC Town Hall webpage, where numerous questions and answers were posted. The NHRC is planning follow-up educational forums with input from the Needham Community.

***Global Refugee Crisis, Voices from Massachusetts* – June 1, 2016 Center at the Heights**

NHRC co-sponsored a community forum together with the Immigration Justice Task Force. Guest speaker Merissa Khurma worked with various economic development projects in Jordan focusing on fiscal reform, and workforce development and the Syrian refugee crisis. Ms. Khurma spoke about the refugee crisis, international community response, future challenges, and community opportunities. Joining the guest speaker were two women whose families were

resettled in the Boston area. They shared their experiences as refugees living in camps in Syria (a picture of the camp is shown on screen). Information about ways to assist the resettlement of refugees and immigrants in the Boston area was highlighted. One initiative from the Needham Community involved a collection campaign for household items in order to equip refugee family apartments. The NHRC is a member of the Needham Refugee Resettlement Partnership.

COMMUNITY RELATIONSHIPS

In pursuing its mission, the NHRC seeks opportunities to collaborate - and develop on-going relationships - with groups in the Needham Community. Following are examples of ways the NHRC has made efforts to reach out to both official and non-official Town Committees and organizations.

- **NEEDHAM HOUSING AUTHORITY** Members of the NHRC have had on-going conversations with the Executive Director and the Resident Services Coordinator to discuss common interests and means of support. The Committee's goal was to learn about the needs of residents living in NHA units, and how well residents of Needham public housing are integrated into the Community. The Committee continues to seek candidates who are residents of the Needham Housing Authority to serve on the NHRC, and has collaborated with NHA officials in promoting resident representation on the Committee.

- **MEDIA SOURCES** The NHRC has developed close links with local media sources. Direct contact with editors and journalists has helped the Committee promote its events and generate interest in human rights. Committee members have attended information sessions organized by the Needham Times and have had opportunities to meet the staff, learn how and when to send press releases and calendar listings, and how to "pitch" a story for their organization. The Needham Times has been supportive of the mission of the NHRC and has highlighted its work in major articles and guest columns. The Hometown Weekly has consistently responded to press releases and published lead articles about Committee events in a timely fashion.

- **NEEDHAM PUBLIC SCHOOLS** Members of the Committee have met with the Superintendent and Needham Public School officials to discuss ways to collaborate and to share resources. The NHRC is committed to developing on-going relationships with school personnel and students. Their input is critical in the planning of educational forums which address the challenges faced by youth in our community. The NHRC provides opportunities for NHS students to take on leadership roles as members of the Committee, and to take initiative in providing student participation and input in the planning of events. The Needham High School representative who serves on the Committee provides an important link to faculty and student groups.

- **NEEDHAM COUNCIL ON AGING** The co-chairs of the NHRC have met with the Executive Director of the Council on Aging to plan events at the Center at the Heights which accommodate the needs of older adults. The Director has been supportive in helping the Committee reserve dates and space at the Center to host key events. The Center staff members have generously given their time and energy in organizing and

facilitating event activities. Two events were held at the Center at the Heights this past year (*A Conversation with Our Muslim Neighbors* - February 4, 2016 and *Global Refugee Crisis, Voices from Massachusetts* – June 1, 2016).

- **NEEDHAM DIVERSITY INITIATIVE, INC.** The Needham Diversity Initiative is a grass-roots, community organization of individuals who live, work or study in Needham. Many are educators and have been involved with diversity training in the past (e.g., via their profession or membership in Needham's Human Rights Committee, Needham Clergy Association, or Immigration Justice Task Force). The NDI organizes on-going events, workshops, and community forums which provide opportunities for residents of Needham to learn about the diverse populations within their community, to examine diversity issues, and to build diverse coalitions. Two members of the NHRC serve on the Board of the Needham Diversity Initiative. The NHRC has been an annual co-sponsor of the Needham Diversity Summit and the Martin Luther King Day Celebration.

- **NEEDHAM CLERGY ASSOCIATION** Two members of the NHRC are active members of the Needham Clergy Association. Both groups have shared information about their work with members of their respective organizations, and have supported and attended public events organized by each group. One example of an event attended by NHRC members was a Needham Interfaith Community Vigil in Response to the Tragedy in Orlando, held on June 19, 2016.

- **NEEDHAM IMMIGRATION JUSTICE TASK FORCE** One member of the NHRC is a member of the Immigration Justice Task Force and has been an important link to the group. The NHRC has supported the activities of the IJTF and has attended and co-sponsored events they have organized. The work of the IJTF is relevant to the work of the Committee: both groups are advocates for human rights. The IJTF has been an important source of information about current issues and actions taken in relation to immigration policies, many that involve residents and employees in the Town of Needham.

- **NEEDHAM REFUGEE RESETTLEMENT PARTNERSHIP** Several Needham faith-based and community organizations have formed a consortium to 1) inform Needham residents about the global and national refugee resettlement crisis, 2) explore ways to create community partnerships to help transition immigrants in the Boston area, and 3) consider the possibility of becoming partners in the *Resettle Together – Partners in Local Refugee Resettlement program.* The International Institute of New England (IINE) is one of three resettlement agencies in Massachusetts that provides many opportunities for surrounding partnering communities (such as Needham) to support the resettlement process through advocacy, pre-arrival support, social events, and working directly with clients. Two members of the NHRC serve on a steering committee for the consortium project.

HUMAN RIGHTS RESOURCE GROUPS

The NHRC has kept informed about human rights issues by connecting to regional organizations and groups who serve as resources to the Committee. These resources enhance the work of the

Committee in planning educational forums, and in responding to issues that challenge the human rights of any individual or group in the Needham Community.

- **MASSACHUSETTS ASSOCIATION OF HUMAN RIGHTS AND RELATIONS COMMISSIONS (MAHRC)** The Massachusetts Association of Human Rights and Relations Commissions is an organization of municipal and local agencies responsible for promoting human and civil rights and harmonious relationships among diverse groups at a local level. The mission of MAHRC is to provide local and statewide leadership in the areas of human rights and intergroup relationships. MAHRC accomplishes this charge by promoting networking initiatives, developing educational strategies and model programs; and serving as a resource for new and existing human rights and relations commissions.

NEEDHAM HISTORICAL COMMISSION

Robert Boder, Carol Boulris, Rose Doherty, Gloria Greis, Richard Hardy (Chair), Jeffrey Heller, Miles Shore

The Historical Commission was created to ensure the preservation, protection, and development of the historical assets that are the visible evidence of the Town of Needham's history. The Commission seeks to identify places of historic or archeological value, and to coordinate with other town boards bodies to preserve the town's historical heritage.

The functions of the Historical Commission include assisting residents in obtaining historical information about the Town, reviewing proposed demolition projects in accordance with the Demolition Delay By-law (2.11.5), and working with the Town in the evaluation of the future use of historic buildings. There are seven members on the Historical Commission. The Board of Selectmen appoints members of the Commission for three year, staggered terms.

FY2016 ACTIVITIES

- Over the course of the year the Historical Commission met with the owners of 1427 Great Plain Avenue (Daniel Kingsbury House) 62 Noyes Street (Rimmele Cobbler Shop) 301 Neihoiden Street (George W.C. Washburn House) for renovation, repairs of their historical houses.
- The Needham Historical Commission consulted with representatives of BETA group on the reconstruction / restoration of Cook's Bridge.
- The Historical Commission has been working with the Board of Selectmen in reviewing the current demolition delay by law.
- The Commission provided input and advice to the Massachusetts Water Resources Authority (MWRA) and a community group interested in the restoration of historic railings on the Sudbury Aqueduct (Echo Bridge) at hemlock Gorge. The Commission voted to support CPC partial funding of the restoration of the railings, other support will be provided by the City of Newton CPC, the MWRA and privately raised funds.
- Members of the Historical Commission represented the Commission as members of the town's Downtown Streetscapes Committee, Town common planning, Large House Study Committee and as a designated member of the Community Preservation Committee.

- Long time chair and historical commission member Carol Boulris resigned from the commission. The Needham Historical Commission would like to make special note of Ms. Boulris's long service to the town of Needham both for her service on the historical commission, school committee and other town committees over the years.

NEEDHAM FREE PUBLIC LIBRARY

Board of Trustees
Margaret L. Pantridge, Chair
Lois C. Bacon
Rose A. Doherty
Richard C. Hardy
Thomas M. Harkins
Gregory J. Shesko
Carol J. Thomas

The Board of Library Trustees derives its authority from Massachusetts General Laws, Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19.

In conjunction with its Strategic Plan, the Board of Library Trustees has adopted the following Vision and Mission Statements.

VISION STATEMENT

The library will provide and expand resources and information to satisfy curiosity and will provide opportunities to discover and share new ideas.

The library will be a vibrant and welcoming place for all people to gather, meet, and learn.

The library will create opportunities for programs, services, and outreach, by building partnerships with institutions, such as schools, businesses, and organizations.

MISSION STATEMENT

The Needham Free Public Library provides access to materials, resources, and information in its endeavor to expand minds, celebrate diversity, embrace differences, and build community.

LIBRARY STAFF

Ann C. MacFate, Director; Dana Mastroianni, Assistant Director; Diane T. Browne, Technical Services Supervisor; Paula A. Dugan, Children's Supervisor; Stefanie L. Claydon, Reference Supervisor; Danielle Tawa, Technology Specialist Archivist; Gay Ellen Dennett, Reference Librarian Program Specialist; Sarah N. Breen, Reference Librarian AV Specialist; Deborah A. Lovett, Circulation Supervisor; Carolin S. Davis, Assistant Children's Librarian; Manuela R. LaCount, Assistant Cataloger; Karen H. Donaghey, Library Assistant; Lu-Ann M. Caron-Leslie, Library Assistant; ***Part-Time Reference Staff****: Jeffrey R. Arnold, Erin G. Bassett, Judith E. Nudelman, Leigh R. Rudikoff, Anne M. Thie,* ***Part-Time Children's Staff:*** *Elise R. Katz, Veronica L. McCarthy, Erica M. Ruscio, Diane L. Shetler, Caren M. Tolleth,* Part-

Time ***Administrative Assistant:*** *Jenna A. White,* ***Part-Time Library Assistants:*** *Sandra J. Bedigan, Abigail L. Bilbrey, Annalisa Bishop, Charlotte R. Buxton, Judith G. Johnson, Janet S. Krawiecki, James Lawrence-Archer, Cheryl Miller Smith, Christine M. Moynihan, Deborah J. Reardon, Janet B. Scherrer, Nancy D. Teich, Joan P. True, Lisa M. Vergara,* ***Custodial Staff:*** *Angel R. Lopez, Raymond B. Cranton, and Howard R. Egerton.*

FY2016 HIGHLIGHTS

JULY

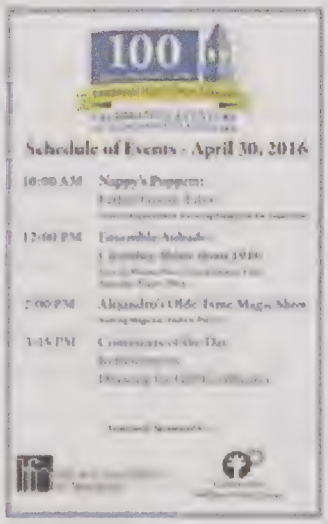
- 624 children participated in the Summer Reading Clubs.
- The library instituted a series of programs for 'tweens (ages 10-12) that included a Pokémon League, drawing superheroes, and craft activities.
- Both the Needham Police Department and the Needham Fire Department presented children's programs on what it is like to be a policeman or a fireman.
- The highly successful "Nature Talks" program presented two programs on mushroom identification that included a guided mushroom foraging walk.

SEPTEMBER

- Popular lecturer Dr. Gary Hylander returned with a new series, *America in the Gilded Age.*
- The afternoon and evening book discussion groups resumed, with the afternoon group reading *Euphoria* by Lily King and the evening group reading *The Burglary* by Betty Medsger.
- The Friends of the Needham Public Library held another incredibly successful fall book sale.

OCTOBER

- Work was completed on a new Library Wireless System that was funded by the Friends of the Needham Public Library and the Library Foundation of Needham.
- Sixty-five children enjoyed a pumpkin decorating contest and a visit from a "great pumpkin."
- The Children's Department presented parenting workshops on cognitive development and social/emotional development.
-



NOVEMBER

- The library participated in International Games Day, featuring a collection of games for ages 10 and up.
- The Massachusetts Board of Library Commissioners certified the library for FY2016.
- The Community Room Audiovisual Upgrade, sponsored by the Friends and the Foundation was completed.
-

DECEMBER

- 760 people enjoyed three New Year's Needham children's programs—*Magic of the*

Steelgraves (two programs) and *Karen K and the Jitterbugs*.

- The Children's Department introduced a new third-Saturday-of-the-month program, *Family Activity Morning*.
- The Newman School first graders created decorated book bags which were given to the library to give to people who need a bag for their library books.

JANUARY

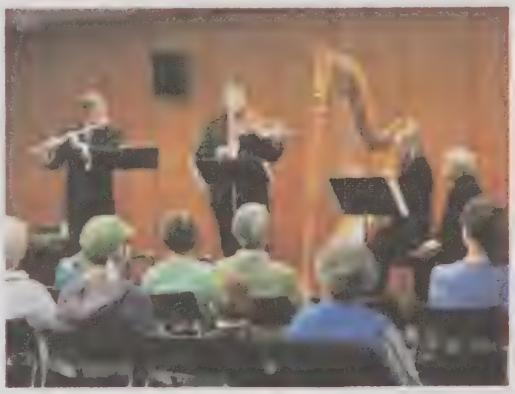
- Dr. Jeffrey M. Karp presented the first program in the 2016 McIver Lecture Series—*Tomorrow's Technology Today: 21st Century Medical Innovation*.
- History lecturer Dr. Gary Hylander introduced his timely, new series, *Presidential Elections*.
- The Board of Library Trustees approved a new five-year Strategic Plan. The trustees presented the Plan to the Board of Selectmen.

FEBRUARY

- The second *Tomorrow's Technology Today* McIver Series lecture featured Professor Andrew Bennett exploring the civilian use of drones.

MARCH

- Children in grades 3 – 5 chatted, through Skype, with a NASA engineer who is participating in the development of the transportation systems that will take people beyond Earth orbit and into deep space.
- Local lecturer Bob Begin examined the leadership style and organizational skills of *Antarctic Explorers of the Early 20th Century*.
- The final McIver lecture in the series *Tomorrow's Technology Today* was *The Internet of Things* with Dr. David Rose.
- More than 3,000 people enjoyed the more than fifty pieces of art in mixed mediums (presented by talented Needham High School students) and the accompanying fantastic floral interpretations (presented by members of the Temple Beth Shalom Garden Club, the Needham Garden Club, and the Kalmia Garden Club) at the annual Needham Art in Bloom show.



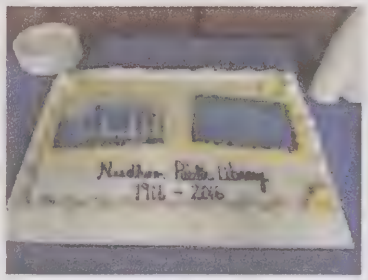
APRIL

- The library celebrated its 100th Anniversary of doing business at the corner of Highland Avenue and Rosemary Street. More than 300 children enjoyed a puppet show and a magic show, while adults were entertained with music from 1916. Everyone appreciated the refreshments.
- The Children's Department expanded its World Language storytime programs, adding its first Chinese language storytime to the existing Spanish language storytimes.

MAY

- Marina Palmiero donated an oil painting done by her deceased grandfather Giovanni Castano, a well-known American artist, restorer, appraiser, art dealer, and Needham resident.

JUNE



- Use of the library's downloadable programs continued to increase in FY2016 with downloadable book use increasing by 77%, downloadable music by 59%, and downloadable magazines by 9.6%
- More than 340,000 people visited the library in FY2016.
- During FY2016 the Children's Department held a record 379 programs, with a record breaking 14,311 children in attendance.
- The library sent 61,613 items to other libraries to fill requests and other libraries sent 66,390 items to Needham to fill patron requests.

FY2017 FORECAST

The library trustees and staff will continue to work on the goals delineated in the new Strategic Plan. Use of downloadable books, magazines, and music will continue to increase; however, use of print materials will continue to remain as the most popular library service. The library will experiment with a variety of databases, in order to offer citizens the information that they seek.

DONATIONS TO THE LIBRARY

During FY2016, fifty-one people volunteered 1,222 hours of service to the library. Volunteers mended the library's books, filed reserved items on the shelves at the Circulation Desk, dusted and straightened the library's shelves, and put returned materials back on the shelves. In addition, the Library Trustees, Friends of the Library, and the Library Foundation of Needham worked many hours presenting programs, book sales, and other special events. The Friends and the Foundation made it possible for the library to offer state-of-the-art audiovisual facilities to Community Room users and for library users to enjoy updated and secure wireless services. Additionally the Friends of the Library paid for subscriptions to international magazines; museum passes; adult and children's library programs; playaways; DVDs; audio books; the *Universal* Class database, young adult books, graphic novels, audiobooks, and playaways; and two new copy machines for public use. The Library Foundation of Needham provided funds for many of the library's programs, a pass to the Danforth Museum, and a pass to the Concord Museum. The Needham Garden Club supplied weekly flower and plant arrangements for the library's lobby, purchased the pass to the Garden in the Woods, and maintained planters in the main entrance lobby and at the Highland Avenue entrance. The Lions' Club donated funds for the purchase of books for the library's Large Print Collection. The Quinobequin Quilters provided the library with a pass to the Quilt Museum. The Massachusetts Department of Conservation and Recreation gave the library a Massachusetts ParksPass to the State's parks. Other people, clubs, groups, and organizations that made significant donations to the library in FY2016 include:

Project VAN (Volunteers Around Needham)
Needham High School Community Classroom Program
The Needham High School Anime Club
The Estate of Mary Dickert
Volante Farms
Children's Room World language storytime presenters

Thank you to the many individuals who displayed their paintings and pictures in the Friends' Gallery and showed their handicraft work in the library's display cases. You provided everyone with a visual feast. Thank you also to the many individuals who made memorial and honoring donations to the library during FY2016. The Trustees and staff are grateful to everyone who made a donation to the library. You enrich the library's collections, as well as the lives of the people of Needham.

	FY2014	FY2015	FY2016
Memorials and Cash Donations	$64,203	$43,015	$22,555
Value of books, DVDs, etc. donated	$ 4,285	$ 5,342	4,805

DEPARTMENTAL STATISTICS

	FY2014	FY2015	FY2016
Adult Department:			
Circulation (books, DVDs, CDs, periodicals, ebooks, eperiodicals, emusic)	300,691	302,867	302,171
Items loaned to other libraries	67,779	63,120	61,613
Items borrowed from other libraries	62,979	60,595	66,390
Total money returned to Town from fines, fees, lost books, etc.	$54,375	$54,350	$42,091
Reference Department:			
Reference questions answered	17,680	17,974	18,242
Directional questions answered	3,669	4,133	6,784
Number of people using Genealogy Room	76	64	100
Number of people using Study Rooms	5,011	5,252	6,394
Remote Access	187,105	261,555	255,752
Children's Department:			
Circulation (books, DVDs, CDs, periodicals)	225,107	210,600	213,527
Reference questions answered	12,978	12,048	13,717
Story times and other programs	337	368	379
Attendance at programs	13,029	12,078	14,311
Catalog Department:			
Adult books added to collection	7,476	7,185	6,498
Adult books withdrawn	8,881	10,387	11,395
Children's books added to collection	3,696	2,596	3,910
Children's books withdrawn	2,418	4,404	2,460
Audio items added	1,692	1,487	1,106

Audio items withdrawn	279	427	904
Visual items added	2,192	1,641	1,961
Visual items withdrawn	1,264	1,451	1,428
Total Collection	179,135	174,979	171,951

MISCELLANEOUS STATISTICS	FY2014	FY2015	FY2016
Number of registered borrowers	18,439	19,103	18,492
Total hours open	3,348	3,328	3,392
Attendance	349,478	342,488	343,858
Number of Community Room Bookings	509	489	510

NEEDHAM HOUSING AUTHORITY

Oversight of Needham Housing Authority is provided by the following five members of the NHA Board of Commissioners all of whom are residents of Needham. Four of the NHA Commissioners are elected by the Town and one Commissioner is appointed by the Governor. The commissioners' service expires in the following manner:

	Office	Term expires
Reginald Foster, Governor's Appointee	Chair	May 2021
Scott Brightman	Vice Chair	April 2019
Karen Hughey, Resident Commissioner	Treasurer	April 2021
Andrew Cohen	Commissioner	April 2018
Peter Pingitore	Commissioner	April 2020

Needham Housing Authority's mission is to provide decent, safe and affordable housing for low to moderate income families and individuals and to offer programs and resources to improve the quality of life for residents, program participants and the broader Needham community while respecting the rights and privacy of all. For over 65 years, the Authority has faithfully served the town of Needham by administering State and Federal aided housing programs that provide affordable and low income housing opportunities for Needham's elderly, disabled, and family populations.

Needham Housing Authority provides executive and management services to Wellesley Housing Authority through a management agreement. Wellesley Housing Authority owns and/or manages 235 units of state subsidized family and elderly housing, and has 11 federal Section 8 vouchers. The Authority owns and/or manages 436 units of affordable housing distributed as follows within the town of Needham:

Units	Program	Location	Bedroom size
152	State (Ch.667) Elderly/disabled	Linden & Chambers Street	1 BR

Units	Program	Location	Bedroom size
8	State (Ch.689) Special Needs	1415 Great Plain Avenue	1 BR
46	Federal Elderly/disabled	Seabeds Way	1 BR
30	Federal Family	Captain Robert Cook Drive	2, 3 & 4 BR
60	Federal Family	High Rock Estates	2 & 3 BR
20	Project-Based Vouchers-Sect. 8	High Rock Homes (Rentals)	2 & 3 BR
20	Mixed Finance	High Rock Townhomes Homeownership-Condo	2 & 3 BR
100	Federal Section 8	Housing Choice Vouchers	Scattered in private housing

STAFFING

The Executive Director currently supervises six administrative staff employees and five maintenance staff employees at Needham Housing Authority as well as four administrative staff employees and four maintenance employees at Wellesley Housing Authority.

Needham Housing Authority administrative staff is composed of the following individuals:

Executive Director	Paul Dumouchel
Assistant Executive Director	Vacant
Director of Leased Housing	Patricia Edmond
Office Manager	Sandra Amour
Bookkeeper	Carol Capone
Resident Services Coordinator	Penny Kirk
Receptionist	Marie Celestin

Needham Housing Authority maintenance staff is composed of the following individuals:

Facilities & Maintenance Manager	Gary Kuphal
Maintenance Foreman	Bryan Trundley
Maintenance Mechanic	Dan Mann
Maintenance Mechanic	Al Conti
Maintenance Mechanic	Gregory Gillis

The Authority remains committed to providing high quality maintenance, property management, and resident services in order to serve its clients and preserve the existing housing stock as a public resource for decades to come. Staff members regularly attend seminars and training programs to enhance their professional effectiveness.

BUDGET DATA

Needham Housing Authority maintains separate budgets for each of its programs. Monthly rent receipts are the major source of funding for the Authority. Additional operating and capital improvement subsidies are provided through the Department of Housing and Urban

Development for the federal programs and the Massachusetts Department of Housing and Community Development (DHCD) for the state programs.

The Authority receives no Town of Needham money for its continued operation and is not part of the Town's budget. Under a management agreement with Wellesley Housing Authority, Needham Housing Authority collects a monthly management fee for the administration and oversight of its programs and properties.

The annual budget of Needham Housing Authority is a public record and is available for review at the Authority's office at 28 Captain Robert Cook Drive, Needham. The latest audit was completed for FYE December 2015 and was performed by Guyder Hurley, Certified Public Accountants.

FY2016 HIGHLIGHTS

- The Seabeds Way Reconstruction project was completed at a final cost of approximately $1.2 million. This was to deal with the extensive damage caused by the ice dam problem of the winter of 2014-2015.
- Capital improvement projects included 2 roof replacements as well as sidewalk paving throughout the Linden Street property.
- Additional capital improvement projects included boiler replacement at Mathews House, our 689 development.

WAIT LIST

- The average wait time for a one bedroom unit is one to two years; the two and three bedroom list is closed, and the wait for four bedrooms is over 5 years.

PERSONNEL

- Debra Jordan resigned as Executive Director in June of 2016. Paul Dumouchel, Assistant Director, was named Interim Executive Director while the Board conducted a search.
- Paul Dumouchel was appointed Executive Director in October of 2016.
- Gregory Gillis was hired in our Maintenance Department in January of 2016.

HIGH ROCK ESTATES

The High Rock Estates family housing consists of 60 single family homes located on Fairview St., Memorial Circle, Yurick Rd., Murphy Rd., and Linden St. The homes are part of the federal portfolio and are subsidized through the Department of Housing and Urban Development.

LINDEN/CHAMBERS STREET SENIOR HOUSING

The Linden/Chambers senior housing complex continues to provide conveniently located, affordable housing options for seniors and disabled individuals. The Board of Commissioners continues to explore the feasibility of redeveloping this community and replacing the current units with modern, one bedroom apartments with increased accessibility for disabled residents.

Care Connections, a cooperative venture with Springwell and Needham Housing Authority provides support for senior and disabled residents who require a little assistance with their

activities of daily living. Springwell provides two overnight on-site personnel for urgent care at Linden/Chambers. An additional full-time care coordinator works with residents and sets up services such as homemaking, transportation, medication reminders, at-home meal delivery and other available community services. The costs for these resident services are income and need based and are provided to residents on a sliding scale.

Needham Housing Authority is pleased that this option exists for Needham residents and we remain committed to helping our senior residents live independently for as long as possible. Interested seniors or families of seniors may request an application for housing by contacting Needham Housing Authority management office at 781-444-3011.

CAPTAIN ROBERT COOK DRIVE AND SEABEDS WAY

Captain Robert Cook Drive is a family complex, which receives funding from the Department of Housing and Urban Development. Upgrades this year included improvements to the playground area. Seabeds Way, a senior complex, funded by the Department of Housing and Urban Development, suffered significant winter damage, and has been under reconstruction throughout the year. Residents remained in place during reconstruction. Annual federal capital funds and an emergency capital fund grant were used to partially fund the repairs.

COMMUNITY PARTNERSHIPS

The Authority works in collaboration with many local organizations and businesses including Needham Community Council, Cradles to Crayons, Toys for Tots, Needham High School, Babson College, Olin College, Noble and Greenough School, Needham Parks and Recreation Department, the Linux Club, and the Kalmia Club, and several churches and synagogues. These important partnerships provide residents with additional services and opportunities.

RESIDENT SERVICES

Our Resident Services Coordinator assists families and seniors residing in our communities by connecting them to area service agencies and resources. Penny Kirk, Resident Service Coordinator, works closely with the Needham School Department coordinating the school curriculum with the After School Program provided at the Cook's Drive Community Room. Student volunteers from Babson College, Needham High School, and Noble and Greenough School come to the program four days per week. Generous donations from Needham Bank, Dedham Bank, Needham Women's Club, Roche Brothers, and Muzi Motors provide some of the funding for this program. Trader Joe's provides free fruit and vegetables. Residents of Seabeds Way also benefit from the Trader Joe's donations. Cradles to Crayons, Toys for Tots and Backpack Basics are organizations that provide clothing and books, holiday toys and back to school backpacks. Occasional parties and entertainment are provided at the Chambers and Seabeds Community Rooms. The Police organize an annual cookout for the Captain Robert Cook Drive family neighborhood.

CONTACT INFORMATION

The administrative office is located at 28 Captain Robert Cook Drive in Needham. You may contact NHA staff by phone at 781-444-3011 or by email: NeedhamHA@aol.com. The office is open Monday through Friday from 8:00 A.M. until 4:00 P.M.

PARK AND RECREATION COMMISSION

Park and Recreation Commission
Matthew M. Toolan, Chairman
Christopher J. Gerstel, Vice Chairman
Cynthia J. Chaston, Member
David C. DiCicco, Member
Michelle S. Geddes, Member

Staff
Patricia M. Carey, Director
Robyn Fink, Assistant Director
Sarah Mallard, Recreation Supervisor
Kristen Wright, Administrative Specialist

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public parkland including the Town Forest; and schedules recreation and athletic facilities.
- Manages Rosemary Pool and Lake as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Park and Recreation Commission are elected to three-year terms. The Commission typically meets on the second and fourth Mondays of each month.

FY2016 HIGHLIGHTS

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents.

The National Recreation and Park Association has conducted research on three core principles that include *Conservation:* protecting open space, connecting children to nature, and engaging communities in conservation practices; *Health and Wellness:* leading the community to improved health and wellness through parks and recreation; and *Social Equity:* ensuring all people have access to the benefits of parks and recreation. Needham Park and Recreation continues to strive to meet these three pillars through services, programs and facilities.

ECONOMIC BENEFITS

- Commission waived Summer Program and Rosemary Pool fees of over $31,000 for Needham individuals and families in need of assistance, to enable all to have access to recreation and leisure activities, a slight increase from prior years;
- Commission generated almost $247,000 in revenue that was deposited into the Town's General Fund;
- Department offered programs through the use of a revolving fund fees, generating almost $290,000 in revenue for the cost of running those programs, and fee-based services, including Field Maintenance and Athletic Field lights fees;
- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Assisted with field maintenance projects financed through Field Maintenance Fee, paid by groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse;
- Louise Condon Realty, Needham Exchange Club, Dedham Institute for Savings Bank, Middlesex Savings Bank, Roche Bros, Copley Motorcars, Rep. Denise Garlick, and many Needham residents donated funds in support of the 2016 summer Arts in the Parks concert series. Parent Talk was the generous donor for the 2016 Children's Theatre performances;
- Town Meeting continued to support the Athletic Facility Improvement Fund to prepare for future capital improvements on athletic fields and other related projects including the Memorial Park Building, and the balance after May 2016 Town Meeting was approximately $2 million;
- Director served as staff liaison to the Community Preservation Committee;
- Projects funded from Community Preservation Funds in FY2016 include the second phase of design funds for a new Rosemary Recreation Complex; design funds for removal of sediment in Rosemary Lake; drainage improvements to Memorial Park; and the Student Conservation Association trail renovation projects. The Director attended that 15th anniversary celebration of the Community Preservation Act at the State House.

COMMUNITY BENEFITS

- They Bay Colony Rail Trail officially opened in Spring 2016, with a celebration honoring all the individual donors contributing through the Bay Colony Rail Trail Association, state funds appropriated through the assistance of Rep. Denise Garlick, and Town funds appropriated through the Community Preservation Fund. Signs were installed, and future projects include the creation of formal parking, a connection to Chestnut Street, and eventually, connection to Dover and Medfield;
- Design tasks continued on the Reservoir All-Person Trail and the process for permitting began, with the hope that construction funds will be available in FY2018 for construction of the trail and fishing docks for people of all physical abilities;
- With the design from Weston and Sampson, the new fields at Newman were built with appropriate drainage and new wetlands restoration areas. In addition, the Eastman Conservation Trail was rebuilt with boardwalks and stone dust surfaces, an amphitheater and outdoor classroom;

- Continued to work with the MWRA on the creation of a pedestrian path along the two sections of the Sudbury Aqueduct in Needham, with one section coordinated through the campuses of Babson College and Olin College;
- BH+A was hired by the PPBC to design the new Rosemary Recreation Complex. After numerous iterations with indoor and outdoor pools, the Park and Recreation Commission finally determined that two smaller pools would be built within the frame of the existing pool, providing a fitness pool and a recreation pool. In addition, a spray park would be added adjacent to the pool, the bathhouse would be rebuilt on the lower level, and a second floor would feature a multi-purpose room for year-round recreation, as well as office space for the Park and Recreation Department and the Health Department. Town Meeting approved the second phase of design funds at the May 2016 Town Meeting, through a Community Preservation appropriation. The complex permitting phase will be undertaken in FY2017, with the hope that construction funds will be awarded in May 2017 Town Meeting. It is hoped that the new facility will open in Summer 2018;
- The Park and Recreation Commission held "Meet the Commissioner" events at Rosemary Pool to gain input from pool patrons on important issues related to new design options;
- Part-time playground maintenance specialist performed weekly maintenance tasks at each site;
- Youth Services' Project Van provided a summer carnival day at Cricketeer Adventure program, and worked on a park clean-up project at DeFazio Park tot-lot with DPW Parks and Forestry;
- Held Field Scheduling Summits, with sport league officials for 14th year, regarding annual use of athletic fields, and continued long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;
- Celebrated the contributions of the DPW to Park and Recreation facilities and projects with "Touch the Trucks," an annual community event;
- The middle school Youth Center program was transferred from the Health Department to Park and Recreation, and TGIF (Teens, Games, Infinite Fun) was created for fun, monthly Friday nights. Activities included bubble soccer, obstacle courses, laser tag, table games, music/DJ, and lots of time to create new friends;
- Summer staff pre-season training included an active participation presentation by CT Camp Guys, in collaboration with Westwood and Norwood;
- Small repair projects were done at the Ridge Hill garage, to insure safety for on-going use as summer program sites;
- Assisted MA Division of Conservation and Recreation with construction of ADA trail from Highland Avenue to 2nd Avenue, connecting to the Barnes Trail along with Charles River;
- Worked with resident sponsored committee studying the concept of a community center;
- Department added Instagram to the social media outlets, with a page for the department and a separate page for TGIF. Information provided on the department's Facebook page increased;
- Assistant Director served on the Youth Resource Network to help address specific needs of school-age youth and families that reside and/or attend public schools in Needham.

ENVIRONMENTAL BENEFITS

- Director served on Town's Integrated Pest Management (IPM) Committee with the Town Manager, Parks and Forestry Superintendent, Health Director, Conservation Agent, and Supervisor of Custodians, assisting with enforcement of IPM Plan and Child Safety Act;
- Continued implementation of goals in Open Space and Recreation Plan, and have funds to begin an update of the Plan;
- Assistant Director serves as Trails Coordinator, assisting boards with jurisdiction over Needham's trails;
- Seventeen Trails Stewards regularly walk designated sections of trails at eight locations, assisting with light maintenance and reporting issues to Trails Coordinator;
- Assistant Director coordinated park and trail clean-up projects in the spring and fall, with more than 1,200 pounds of trash picked up, and works with community groups to do clean-up projects throughout the year;
- "Take a Hike" free trail walks offered in the spring and fall, including the new Bay Colony Rail Trail, the new Eastman trail, and the Ridge Hill Esker Trail;
- Trash left behind at parks, athletic fields, school sites, tennis courts, playgrounds and trails continues to be a discussion, and educational campaigns continue to encourage residents to pick-up trash at any of these sites;
- Continued implementation of projects listed in completed Trails Master Plan.

PERSONAL BENEFITS

- Department is part of national campaign to get "Kids into Nature." More than 100,000 annual hours have been tracked at Park and Recreation sponsored programs, with the numbers increasing each year;
- Extra emphasis has been placed on focusing on fitness in Park and Recreation programs, as well as insuring that nature is incorporated or featured in programs;
- Participated in discussions with Board of Health and Health Department on concussion awareness and possible regulations for coaches participating in concussion awareness training. Youth sports organizations were involved in discussions and an effort is underway to create an easy-to-use tracking system for coaches training;
- Worked on concept with DPW to improve safety of parking lot at DeFazio Park;
- Held successful annual Spooky Walk in collaboration with Needham Business Association and annual Fishing Derby at the Reservoir with the support of local fishing organizations;
- Assistant Director worked with YMCA and Youth Services on annual "Needham Unplugged", including one family night without homework, meetings or events;
- New program offerings included Terrier Sports Dodgeball for 8-11 year olds; TGIF events for middle school; and extreme volleyball on trampolines for middle school;
- Assistant Director and Administrative Specialist joined Employee Engagement committees, as part of a Town initiative supported by the Town Manager to ensure all employees feel engaged in their workplace and that they consistently contribute to the future of Team Needham;
- Director, Assistant Director and Recreation Supervisor attended workshops and seminars, including bringing children back into nature; social media; playground safety and ADA requirements; the concerns related to overweight children and obesity;

harassment and bullying; the study of youth sports; integrated pest management; customer service; safe pool operations; creative programming; funding resources; and training of staff.

OTHER

NORFOLK COUNTY COMMISSIONERS

To the Citizens of Norfolk County:

As your elected Board of County Commissioners, we respectfully submit this annual report, including the County Treasurer's report pursuant to Massachusetts General Laws Chapter 35 section 34, and reports of County departments.

Incorporated in 1793, the County of Norfolk includes twenty-eight cities and towns, mostly located to the South and West of Boston. Norfolk County is known as the County of Presidents because it is the birthplace of four Presidents of the United States: John Adams, John Quincy Adams, John F. Kennedy and George Herbert Walker Bush.

Norfolk County's administrative offices are located at 614 High Street in Dedham. The County Commissioners are assisted by staff under the supervision of an appointed County Director. Principal County departments include the Registry of Deeds, Agricultural High School, Treasurer's Office, Facilities Maintenance Department, County Engineering, RSVP volunteer program, Veterans' Services, and Wollaston Recreational Facility.

The County Commissioners are committed to working with the local officials in the 28 cities and towns of Norfolk County to provide regional solutions to mutual concerns. By working together communities can provide some services to residents in a more cost effective and efficient manner.

Although we have experienced increased economic activity in the past year, most communities still face fiscal constraints. Endeavoring to you the County as a resource and catalyst in promoting shared services is opportune.

Over the past year we have completed many maintenance projects on County owned facilities. These buildings are a valuable asset of the County taxpayers and their proper care is of utmost importance. One of the largest projects in Fiscal Year 2016 was the installation and repair of masonry and roofing system at the Registry of Deeds. The Commissioners thank Register of Deeds William P. O'Donnell for his cooperation and support throughout this project which assured the integrity of this historic building.

As in past years, we wish to take this opportunity to thank the County's department heads and employees, as well as elected officials, both state and local, for all their efforts on behalf of Norfolk County and its communities.

As County Commissioners, we are privileged to serve you.

Very truly yours,

Francis W. O'Brien, Chairman
John M. Gillis
Peter H. Collins

Administrative Offices – P.O. Box 310 – 614 High Street – Dedham MA 02027-0310
Telephone: 781- 234-3430 Facsimile: 781-326-6480 E-mail: info@norfolkcounty.org

NORFOLK COUNTY REGISTRY OF DEEDS

William P. O'Donnell, Norfolk County Register of Deeds

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 5 million land documents dating back to 1793. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipalities, homeowners, and other individuals with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In continuous operation for more than two hundred years, the Registry's mission has remained the same; to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

FY2016 REGISTRY ACHIEVEMENTS

- Register William P. O'Donnell and his staff continue their direct outreach to town halls, senior centers and civic groups across Norfolk County to provide Registry services. Register O'Donnell was the guest speaker at the Needham Exchange Club meeting on September 17, 2015 and the Register held office hours at Needham Town Hall on January 21, 2016.
- The Registry of Deeds newly renovated walk-in Customer Service and Copy Center continues to provide residents and businesses with quality service in all areas of Registry operations. You can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- Electronic recording which is recording documents over the internet continues to expand with 44,350 documents recorded electronically and 4.9 million in recording fees collected in FY2016.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today all documents dating back to the first ones recorded in 1793 - are available for viewing.
- This year, numerous technological improvements were implemented including upgrades to the registry server and network infrastructure. The Registry's website

www.norfolkdeeds.org is routinely updated and enhanced to include the latest resources such as real estate statistics and news, answers to frequently asked questions and the newest consumer programs available to the public.

- The Registry of Deeds publicly rolled out its Consumer Notification Service. This consumer/public safety program allows any county resident to opt in to this free notification service and be alerted when any document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, on how to access land record information using the Registry's new website technology.

NEEDHAM REAL ESTATE ACTIVITY REPORT

During FY2016, real estate activity in Needham saw decreases in both total sales volume and average sales price.

There was a 2% increase in documents recorded at the Norfolk County Registry of Deeds for Needham in FY2016, resulting in an increase of 156 documents from 7,147 to 7,303.

The total volume of real estate sales in Needham during was $568,609,810, a 33% decrease from FY2015. The average sale price of homes and commercial property was down 34% in Needham. The average sale was $994,073.

The number of mortgages recorded (1,777) on Needham properties in FY2016 was up 2% from the previous fiscal year. Total mortgage indebtedness also increased 2% to $1,012,432,693 during the same period.

There were 2 foreclosure deeds filed in Needham during FY2016, representing a 100% increase from the previous year when there was 1 foreclosure deed filed.

Homestead activity decreased 2% in Needham during FY2016 with 655 homesteads filed compared to 668 in FY2015.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,

Bill O'Donnell

William P. O'Donnell
Norfolk County Register of Deeds
649 High St., Dedham, MA 02026

METROPOLITAN AREA PLANNING COUNCIL (MAPC)

Life isn't easy for folks who spend their days promoting smart growth, regional collaboration, equity, and a robust approach to climate change. But then again, the leaders and staff at MAPC are not given to easy tasks. We love the unique and historical region we call Metro Boston, and we are committed to **all** the people who call it home – men and women, young and old, rich and poor, residents of all sexual orientations and gender identities, racial, ethnic and religious backgrounds, people with disabilities, and all people who have recently arrived from near and far.

In 2016, MAPC continued to transform the planning field with exciting new practices – integrating arts and culture into land use projects, weaving web-based tools into local decision-making, expanding our public safety work to help address the opioid crisis, baking public health into municipal planning, and exploring the impact of automated vehicles on the region's mobility. Whether it's making the region safer, ensuring equitable access to opportunity, or planning for the effects of climate change, MAPC will continue to make sure that leaders and stakeholders have the facts and strategies they need to improve the quality of life for everyone who lives and works here.

Uncertain political times lay ahead, but MAPC remains steadfastly committed to our core values of equity and inclusion. We will work with anyone who wishes to advance the goals contained in *MetroFuture* -- sustainable development, preservation of our environment, a stronger and fairer economy, and a better life for everyone. We will oppose all efforts to roll back the gains we have made, and we will resist every effort to turn the residents of our region against one another, or to close the doors of our region to newcomers who can make our future even stronger. Depending on the path chosen by the federal government, the responsibility may fall to local and state leaders to demonstrate that fairness and inclusion can generate the strongest economy and the brightest future for America. We know our region's leaders will accept that challenge, and MAPC will work with them to craft the plans and policies to make that happen. No one is going to let Massachusetts go backwards.

We are honored to continue making Metro Boston a national model in smart growth planning, public policy, and civic engagement. Join us online at mapc.org and on Twitter @MAPCMetroBoston to get more involved.

HIGHLIGHTS OF OUR WORK

With a visionary regional plan, *MetroFuture*, and a strong set of strategic priorities to guide us, MAPC proudly provides cost-effective, collaborative services to cities and towns throughout our region while following and modeling new innovations nationally. One of the most rapidly-evolving technologies in transportation -- **autonomous vehicles** -- is sure to have a significant impact on life in our area, potentially changing the way we get around and how we plan for future transportation needs.

MAPC is following the evolution of driverless car technology closely, particularly as it is likely to be adopted first by ride-sharing companies such as Uber and Lyft, which are themselves subject to new regulations under state law. As the technology is adopted, we hope ride-sharing

companies will make good on promises to report anonymized trip-level data, which would allow planners at MAPC and elsewhere to better model future travel behavior and prioritize investments.

We held a very well-attended forum on driverless cars this year at MIT, and plan to follow up with more educational and policy-oriented opportunities in 2017 so our cities and towns can adapt and plan for this new frontier.

Additionally, our transportation team has done groundbreaking work in the realm of **value capture** in 2016. Value capture allows property taxes on new growth in a set area around a transportation investment to pay off the bonds on the project, and is being used for the first time in our region on the Green Line Extension through Somerville. In Massachusetts, value capture tools -- which include special assessments and taxes, tax increment financing, various forms of developer contributions, and joint development or other public sector real estate transactions -- are being considered as one potential source that can be tapped to provide much-needed funding for a variety of state and local transportation projects. We commissioned a special report this year to evaluate Massachusetts's existing value capture tools and to identify opportunities for expanding its use to pay for transit, transit-oriented development (TOD) and other transportation infrastructure. We are also planning a series of information sessions in 2017 to help state and local leaders understand how value capture can benefit areas across Greater Boston; stay tuned at mapc.org for more information on a training or info session near you.

MAPC's regional greenway program, **LandLine**, continues to grow as we partner with communities and organizations throughout the region to identify potential gaps in the network. Each month new corridors are identified, and our transportation staff works continuously with a constellation of local planners and state partners to identify and open new trails to public access -- including the ever-growing aqueduct trail system across MetroWest, which will eventually cover 68 miles atop MWRA aqueducts, and the Mass Central Rail Trail (or Wayside Trail) in Wayland and Weston, which has been a collaborative effort among those two towns and the energy utility Eversource. For more information about LandLine, which will soon have a newly revamped, interactive web home, visit mapc.org/landline.

MAPC continues to develop new **bicycle and pedestrian plans** in our communities, and to do local follow-up to ensure our recommendations are considered and implemented. In 2016, we worked with Middleton to create a bicycle and pedestrian network plan, and with Beverly to see through some bike lane recommendations from our two-year-old bike network plan with the city. In line with this work, we continue to place special emphasis on assisting cities and towns in adopting and implementing **Complete Streets and right-sized parking.**

Parking is a hotly-debated issue across our region, but until recently there has been very little hard data on how much parking our region has – and how much we need. MAPC's new "Perfect Fit Parking" initiatives aims to foster a better understanding of parking supply and demand among multi-family residential developments. Using an on-the-ground, middle-of-the-night counting strategy, our staff assessed 80 developments in five municipalities (Arlington, Chelsea, Everett, Malden and Melrose), finding that one quarter of the available spaces were empty overnight, representing a tremendous waste of space and money. Compounding this oversupply,

trends show that demand for parking is falling across the region but especially in Boston and the immediately surrounding Inner Core communities. More households are forgoing vehicle ownership, or choose only to own one car per family, preferring walking, biking and public transit to driving. We will be expanding this Perfect Fit Parking work to more communities soon, and have already begun to survey Cambridge. To learn more about the project and how communities can better plan parking requirements in alignment with actual demand, visit perfectfitparking.mapc.org.

In Spring 2016, **Ashland**, **Framingham**, **Longmeadow**, **Lynn**, **Natick**, **Norwell** and **Weymouth** were ranked by Smart Growth America as among the top "Complete Streets" policies in the nation. Complete Streets are roadways that are safe, accessible and comfortable for all users, regardless of age, physical ability, income, or how they choose to travel: by transit, on foot, by bike or public transit. Complete Streets increase safety, promote economic development, and enhance public safety; MAPC provides technical assistance to communities looking to develop and implement Complete Streets policies. Working with MassDOT, which offers a special funding incentive program to cities and towns that adopt Complete Streets policies, we have helped many municipalities to write Complete Streets policies and bicycle and pedestrian network plans. As of mid-2016, 70 cities and towns registered for the MassDOT Complete Streets program, with 44% of those cities and towns serving populations at or below the median household income.

We also are growing and building on past successes in the arena of **Master Planning,** which was a priority area for us while developing our strategic vision for the next few years. In 2016, we worked with Manchester-by-the-Sea, Medford Square, Natick Center, Swampscott, Hanover, Boxborough and Melrose to complete master plans for entire municipalities or specific areas, such as a downtown. We have also completed **Housing Production Plans** for Quincy, Rockland, and Woburn, and crafted Open Space and Recreation Plans for Lynn, Littleton, Saugus and Hanover, and are just beginning two others in Malden and in Stoneham.

We've also seen the results of our work, in particular **developing new zoning** for cities and towns, in on-the-ground economic development, housing and retail. In October 2015, the Town of Framingham voted to support zoning changes to the downtown area designed to make it more attractive and vibrant; previous zoning laws had posed a barrier to appealing new development, and MAPC helped the town to rezone this critical district to encourage transit-oriented residential development attractive to young professionals who commute by train. Now, this development is starting to take place, spurring an economic revitalization that will be key to Framingham retaining businesses and residents. Additionally, in Marlborough, we helped to develop new zoning that allows for mixed use by right, expanded the allowed commercial uses, eliminated first-floor parking requirements for first floor commercial uses, and significantly reduced parking requirements for residential uses in the downtown. Two new developments were just recently approved as a result of this zoning work in late 2016 in Marlborough, and we are excited to our work have real revitalizing effects on the ground already.

This year, we are proud to unveil an innovative new work area **integrating arts into planning.** At the turn of the New Year, we are poised to add an artist in residence to our staff as well as a regional planner focused on the arts, and have created an all-new division in our Land Use shop

that will focus on creative place-making, arts focused civic engagement opportunities, and planning for bringing public art into economic development plans and projects. We've taken the first steps toward building this practice with three projects in 2016 – the Albion Arts Corridor Economic Development Plan, which utilizes arts and culture to drive activity and economic development in Downtown Wakefield; the Upham's Corner cultural planning project, which will work in tandem with the "Boston Creates" initiative to examine arts in cultural assets in that neighborhood; and the Arlington Arts and Culture action plan, which MAPC is helping the town to develop in order to identify and strengthen arts and culture opportunities in Arlington. In Wakefield, participants also offered planners feedback on new development and arts-related activity proposals for the downtown, and submitted ideas to help make Wakefield an arts and culture destination.

Learn more about this new area of work online at our arts and planning toolkit, www.artsandplanning.org. The toolkit, which was recently awarded a special recognition by the Massachusetts Chapter of the American Planning Association (MA-APA), presents urban planners with proven strategies for engaging arts, culture and the creative community in ways that advance smart growth and livability goals.

Our Municipal Collaboration and Public Health teams partnered this year to find new ways of helping schools to access healthy and local food. One way we do that is by collaboratively procuring specialized products that are drawn from local sources. At the request of local districts, the first such procurement was for mushroom beef burgers. The request was for antibiotic-free and hormone-free beef patties, frozen and delivered to all locations designated by participating school districts, which included Cambridge, Somerville, Watertown, Waltham and Quincy. WE are also making it easier for school districts to buy fresh fruits and vegetables. On behalf of 10 school districts, we are heling to streamline purchasing and source more local produce from farms across New England; these efforts support the health and academic performance of nearly 50,000 students enrolled in participating schools, including 12,000 children who qualify for free meals, and boost the region's food economy while encouraging sustainable practices throughout the supply chain.

The Public Health team also worked with the Massachusetts Department of Public Health to present estimates of walking and bicycling activity to the Centers for Disease Control and Prevention. The work is developing a new method, with state and national applicability, for evaluating how changes to the built environment and new programs affect changes in walking and biking behavior.

We have also been assisting Lynn in coordinating its Prevention and Wellness Trust fund project, which focuses on tobacco cessation, reducing senior falls, and addressing pediatric asthma, among other interventions. Our staff has been on site in Lynn several days a week directly supporting the city's local public health team and working with partner organizations in the city.

In late 2016, MAPC's Public Health Department, along with WalkBoston and the Pioneer Valley Planning Commission, were awarded a contract by the Massachusetts Department of Public Health to develop a Vision Zero Strategic Plan for the state. The "vision zero" notion comes

from Sweden and combines a public health approach with transportation safety planning, with the goal of eliminating of traffic-related fatalities and severe injuries. MAPC and partners will develop the strategic plan by June 30, 2017 and hope to have several years of additional support from MDPH in order to implement the plan.

Climate change has remained a critical area of focus for our cities and towns, and is likely to garner even more concern locally with uncertainty looming around personnel, policy and practice at the federal level. This year, we continued to place emphasis on helping cities and towns both inland and coastal to anticipate the effects of a changing climate, always with a data-backed and community-driven approach and an eye toward planning for the most vulnerable populations first. We completed a draft action plan for the Quincy Coastal Resilience Project in late 2016 and have begun working with local climate working groups in Braintree, Newton, and the MAGIC subregion.

Read more at mapc.org/environment.

The world of clean energy planning is almost growing faster than we can keep up with it, though we think we do a pretty good job! An infusion of funding and an unwavering commitment to innovation has spurred our energy team into emerging areas of practice this year, such as a groundbreaking new statewide contract to allow municipalities to purchase electric vehicle supplies, anti-idling technology and after-market conversion tools, all of which will reduce the negative impacts on air quality of most municipal fleets. Two workshops around the region have informed local departments of public works about the program to purchase green vehicle technology, including information on financing tools and conversations with the actual vendors on the state contract.

MAPC has also been integrally involved in the implementation of the 2008 Global Warming Solutions Act and its greenhouse gas emissions targets. Our staff advised state officials on the likely direction of these regulations and identified which sectors should be targeted for greatest impact; overall, we support establishing declining caps on emissions from the transportation sector and the natural gas distribution system. Our comments related to the natural gas system focused largely on so-called "super emitter leaks," or WHAT, and we called for improving coordination between natural gas companies and municipalities when it comes to repairing gas leaks and timing that in line with anticipated roadway repairs and repaving. To that end, our Clean Energy and Data Services teams collaborated on a web tool, FixOurPipes.org, which is an interactive report that shows the severity of the gas leak problem in Massachusetts, and suggests best practices for municipalities and utilities to coordinate on fixing them. We hosted workshops around the region in 2016 to bring together gas companies and cities and towns, to help them work together around replacing leak-prone gas mains when paving and municipal infrastructure projects are taking place.

Additionally, MAPC staff is working on a green infrastructure partnership with the Trust for Public Land and the 14 municipalities of the Metro Mayors Coalition; its goal is to launch a region-scale, web-based GIS tool to help communities identify optimal locations for green infrastructure. Medford and Melrose will be the first communities to work with MAPC under the project, beginning this year.

In late 2016, MAPC Clean Energy staff submitted applications on behalf of Bolton, Malden, Marshfield and Medfield for Green Communities designation by the state. MAPC developed municipal energy reduction plans for each community, identifying baseline energy use and pinpointing projects and measures for reducing energy consumption locally over the next five years. Bolton, Malden and Medfield also received fuel-efficient vehicle policies drafted by MAPC; all four communities will be eligible for significant grant funding if designated as Green Communities, with the money intended to fund energy efficiency and renewable energy projects that can be completed with help from MAPC.

Throughout the year, MAPC recruited municipalities to its Community Electricity Aggregation project; as of December, Arlington, Brookline, Gloucester, Hamilton, Somerville, Stoneham, Sudbury and Winchester are expected to begin their programs in early 2017, joining this year's participant, Melrose, which signed two electricity supply contracts containing renewable energy credits that will help build new renewable generating facilities such as wind turbines in the New England region.

In November, more than a dozen urban core mayors and state and federal partners gathered in Boston for the second Metro Mayors Coalition Climate Summit, coordinated by staff from MAPC's Clean Energy and Government Affairs teams. All 14 municipalities in the coalition signed a climate commitment, agreeing to aim for making a series of steps toward reducing overall emissions in the region, and all agreed on a strategy to protect the area's most critical infrastructure by working collaboratively. The Metro Mayors Climate Mitigation Commitment was inspired by last year's Paris Climate Accord, signed by more than 190 countries, and pledges that these communities will reach "net zero" as a region by the year 2050. Because cities contribute higher rates of emissions and also remain home to some of the most vulnerable areas and residents, and given the national climate, it's now more important than ever for urban mayors to work together to mitigate the effects of climate change and to publicly demonstrate their commitment to doing so -- and MAPC is proud to be a leader and a convener in this regard.

To learn more about all our energy work, visit www.mapc.org/clean-energy.

In the arena of housing, many of our planners across Smart Growth and Data Services are working to ensure the needs of our current and future residents are met so the region can continue to thrive. Metro Boston has one of the most innovative and competitive economies in the country; however, to keep that economy growing over the next 15 years, our region will need at least 717,000 new workers just to fill positions left vacant by retirees – and even more to staff new jobs that will be created. MAPC estimates those new entrants to the workforce will form nearly 500,000 new households by 2030, all of them in need of a place to live. If we continue to add low-wage jobs at the current rate, about a third of all new working households will be considered low income 15 years from now, and a quarter will be middle income, making between $60k and $120k per year, while nearly half will be high income. While many single-family homes will be freed up by downsizing Baby Boomers, that can only meet 60% of the housing demand – meaning all communities must encourage a diversity of housing being created, especially rental, multi-family, and affordable unit to accommodate our future workforce. Research we conducted with the Urban Land Institute this year shows that Metro Boston will need an additional 200,000 units of workforce housing by 2030, especially in Inner

Core communities that have been losing middle-income working households at a faster rate than the rest of the region. To learn more about the region's housing needs and how our staff is collaborating to address them, visit http://www.mapc.org/uli-workforce-housing.

While housing trends show a need for a more diverse stock of home types, mobility projections show similarly interesting changes and trends in how people get around. We are tracking changes in vehicle ownership and driving patterns at http://vehiclecensus.mapc.org, a new site that catalogs information about nearly every vehicle registered in Massachusetts from 2009 to 2014 while protecting personally identifiable information. In the MAPC region, hybrid and plug-in electric vehicles are more prevalent than the rest of Massachusetts, and are growing rapidly -- more than doubling over the five year period from 2009 to 2014 to more than 89,000 statewide. The number of fully electric vehicles, while smaller, has grown dramatically from just 23 in late 2009 to nearly 1,500 at the end of 2014. In our forthcoming Transportation Indicators report with Northeastern's Dukakis Center, "Staying on Track," we learned that Greater Boston's residents increasingly prefer walking, biking and public transit over driving for getting around the region. The report measures changes in how people use the entire transportation system, and lays out goals for investment the state should make to keep up with these changing preferences. These indicators show automobile dependence dropping in urban areas especially, as more development comes to the areas surrounding our public transit stations, though deferred maintenance and poor on-time performance by the MBTA has likely kept more residents from making the leap from car to train. Similarly, investment in biking and walking infrastructure has been slow in our region, despite data showing more people are commuting on foot and bicycle.

To dig deeper into these findings, visit http://regionalindicators.org/topic_areas/2.
In September, our Data Services staff launched the new "Local Access Score" web tool at MassDOT'S Moving Together conference. This new data resource provides a measure of how useful a stret is for connecting residents with schools, shops, restaurants, parks and transit, assigning different roadways a utility score. Already these scores have been used to help cities and towns set priorities within their Complete streets improvement plans, and will inform MassDOT's statewide bicycle and pedestrian planning. Visit localaccess.mapc.org to learn more and use the tool!

Throughout this past year, our Digital Services team worked with the City of Boston to redesign and automate the city's youth jobs program for faster matching of applicants and positions. The process, which used to take place by phone over several months each year, now features an algorithm that allows youth to submit topical areas of interest and matches them to jobs within a reasonable commute time. We hope this will ensure that more teens who want to work can indeed find jobs that meet their criteria, opening up doors of opportunity for youth across the city. See more at livingcities.org/work/civic-tech-and-data-collaborative/about.

Our staff also launched two new tools this year – KnowPlace and KeepCool. KnowPlace makes neighborhood-level data aggregation easy by allowing users to draw their own neighborhood boundaries to create custom reports on demographics, housing, transportation, and more. Visit http://knowplace.us to check it out! This summer, we developed the Keep Cool app, a pilot initiative of the Metro Boston Climate Preparedness Taskforce. Covering the 14 communities of the Metro Mayors Coalition, Keep Cool provided residents with an online resource to locate

nearby places for keeping cool this past summer. Cooling spaces included water parks, pools, libraries, and beaches. This app also aimed to offer heat safety tips and information on emergency cooling centers during extreme heat events, and increase awareness on the effects of climate change. The app will be available each summer and aims to prevent heat-related fatalities and illnesses, foster tighter intergenerational social networks, and develop data-driven information to identify high-risk zones to help target cooling interventions. Keep Cool is mobile-optimized, so visit keepcool.mapc.org on your smartphone today.

In October, Data Services collaborated with our Municipal Governance Team as well as Government Affairs and Communications to host a conference on municipal information technology. The conference, "Making I.T. Work," was attended by more than 250 town managers, municipal I.T. directors, and mayors for discussions on modernizing local government through data and modernized I.T. practices. More than 190 municipalities were represented at the half-day conference, where Lieutenant Governor Karyn Polito and State Senator Karen Spilka offered keynote remarks and kicked off a day of learning around regionalizing I.T. services, recruitment and retention for public sector I.T. staff, open data laws and public records, funding opportunities and procurement.

Staff from Clean Energy and Government Affairs also coordinated a very successful boat tour of Boston Harbor this fall, bringing together mayors and managers, local staff, state officials, and academic experts to see first-hand some of the challenges that rising seas and more damaging storms could bring to the properties surrounding Boston Harbor. We visited the Food Distribution Centers in Chelsea and Everett, the Amelia Earhart Dam, and the Schrafft's site in Boston. In each case, speakers described vulnerabilities and discussed possible ways to address them.

Our legislative affairs team worked hard this year across all the agency's policy goals, few more fervently than the drive to revamp Massachusetts's outdated zoning laws. While not ultimately successful in passing both branches, the legislation moved further along than it ever has before, leaving us hopeful we can make headway in the very near future and give cities and towns the tools they need around modernized zoning and managing growth effectively. When the legislative session ended in the wee hours of July 31, several of our other legislative priorities were included in major bills that passed this session.

The final version of the Municipal Modernization bill included both our Parking Benefits Districts bill and our Regionalization bill. The bill also includes two provisions that will allow cities and towns to lower speed limits. The final version of the Economic Development bill has many provisions, one of which allows for the creation of a new starter home zoning overlay under 40R. Energy legislation passed at the end of the session requires that utilities solicit contracts for 1600 megawatts of offshore wind energy by 2017, which represents the largest procurement of offshore wind in the US. It also requires the procurement of hydropower and requires that preference is given to proposals that include both hydroelectric generation and other Class 1 renewables, a provision that we supported. The legislation also includes Property Assessed Clean Energy (PACE), which will make clean energy upgrades more accessible to home and building owners by removing the barrier of high up-front costs. It addresses gas leaks by requiring the Department of Public Utilities to identify and repair environmentally significant

leaks. The legislation includes language that will allow utilities to receive a remuneration of 2.75% of the annual value of the long term contracts for offshore wind and hydro. Legislation regulating Transportation Network Companies (TNCs) sets up a new division in the Department of Public Utilities to regulate services like Uber and Lyft. It requires that drivers undergo a CORI checks and other background checks. The legislation creates a new fee charging TNCs 20 cents per ride, 10 cents of which will go back to the municipality where the trip originated, 5 cents of which goes to MassDOT, and 5 cents of which goes to MassDevelopment.

We were pleased to have so many important legislative victories this session and we are working on disseminating this information to our cities and towns. The Legislative Session will start at the beginning of January, and we look forward to a productive and exciting year ahead.

The state's Executive Office of Public Safety will continue engaging MAPC as fiduciary agent for the **Homeland Security Program** in Massachusetts, giving us oversight of the state's central, northeast, southeast and western Homeland Security regions. We provide management, administrative, and planning support to these four regions and their local advisory councils. We also work with our counterpart regional planning agencies (or RPAs) in those areas, including the Central Massachusetts Regional Planning Commission, Southeastern Regional Planning and Economic Development District, and the Franklin Regional Council of Governments. We look forward to continuing our work with EOPSS and the Homeland Security Regions to enhance emergency preparedness capabilities at the state, regional, and local levels.

As part of MAPC's Federal Fiscal 2014 Statewide Fiduciary contract, performance metrics were developed and implemented to track the timeliness of our procurements and payments to vendors on behalf of the Homeland Security Councils. MAPC developed a program to capture procurement and payment data related to this effort, which showed that MAPC conducted 178 procurements for the Homeland Security Councils over the course of approximately 20 months, with 98% of these procurements being completed within the expected timeframe. Of the 151 payments that were made to vendors for these projects, 97% were made within the expected timeframe.

Through a competitive grant received jointly by the Northeast and Southeast Homeland Security Regions, MAPC will be leading the process to develop, facilitate, and evaluate a full-scale structural collapse rescue exercise in fall of 2017. The exercise will involve specialized technical rescue teams from all five Homeland Security Regions across the Commonwealth working together with the Massachusetts National Guard to rescue and provide medical care to victims trapped in a simulated building collapse scenario. The event will last 72 hours, and involve approximately 350 civilian first responders and 200 members of the National Guard. MAPC kicked off the planning process for the exercise this month in late 2016.

Our municipal collaboration team also works to secure cost savings for public works, police, and fire departments across Eastern Massachusetts through our **collective purchasing program.** In Fiscal 2016, the team boasted total sales of $23.3 million or 517 police and DPW vehicles, and $11.9 million or 240 vehicles sold in Fiscal 2017; on the fire apparatus and ambulance side of the program, Fiscal 2016 vehicle sales totaled $28.8 million or 73 pieces of equipment, and Fiscal 2017 sales totaled $13.2 million, or 35 pieces of fire and ambulance equipment.

Last year, with funding from the MetroWest Health Foundation, MAPC worked with police departments in Framingham, Holliston, Marlborough, Natick, and Southborough to equip officers with naloxone doses and to facilitate relationships between police and local pharmacies or medical supply companies to purchase **naloxone doses**. Early in 2016, began helping first responders and their medical and social service partners in MetroWest develop an effective regional response to the opioid crisis. We are proud to be continuing this work.

Our team also worked with Revere, Chelsea, and Winthrop this year to sign an inter-municipal agreement to create a new regional entity, the North Suffolk Public Health Collaborative. In creating the Collaborative, the communities have committed to work together to develop and implement regional strategies that address local chronic health illnesses such as diabetes, asthma, heart disease, mental health problems, and substance abuse. This effort, funded with District Local Technical Assistance (DLTA) funds over a period of several years, will help community leaders to develop a cost-effective model for enhancing public health programs and services by conducting joint health assessments, establishing more consistent programs for residents to access across the three communities, and by coordinating municipal public health efforts with other programs currently being provided by area stakeholders.

We continue to work with law enforcement and prevention partners in Cambridge, Chelsea, Everett, Malden, Quincy, Revere, Somerville, and Winthrop to manage the Shannon Community Safety Initiative, a grant program designed to address youth and gang violence in six Metro Mayors Coalition communities. We are honored to continue facilitating this program in tandem with our community partners and believe it has a very real impact on at-risk youth and crime prevention.

As changes the world of planning, so too does our Community Engagement team, which has grown and evolved focus this year to both provide more trainings to partner organizations and stakeholders, and to stay abreast of the latest methods in popular education, to better organize our own civic engagement strategy and more effectively design and facilitate meetings. In addition, with support from the Barr Foundation, we are beginning this year to contemplate the next iteration of our regional plan, *MetroFuture*. Most likely the eight-year-old plan will undergo a thorough update rather than a total rewrite, and staff have already begun researching key areas for improvement and interviewing other regional planning agencies across the country to learn from their work.

Finally, in an effort toward transparency and efficiency, this year we have combined several of our project funding opportunities into one Technical Assistance Program, which we are abbreviating "TAP." We've rebranded our call for applications and streamlined multiple submittal processes, and will accept proposals on a rolling basis throughout the year. Revamping this process will, we hope, encourage greater participation by municipalities and enable us to creatively formulate the best funding packages we can from varying sources -- in turn bringing more expertise and planning work to more places. For more information, you can contact our new Manager of Technical Assistance, Jennifer Erickson, at jerickson@mapc.org.

To see all the projects we are currently doing in your community, as well as a summary of key accomplishments from the past, don't forget to visit projects.metrofuture.org!

This year, we are focused on empowerment -- the power of local, the power of region, and the power of data. We hope you will join us in making Greater Boston a better place to live, work and play, with uncompromising commitment to the values, inclusion and equity for all.

THREE RIVERS INTERLOCAL COUNCIL (TRIC)

Representing the Towns of Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole, and Westwood

The Three Rivers Interlocal Council (TRIC) is an independent membership organization within the Metropolitan Area Planning Council comprised of thirteen communities southwest of Boston. All meetings and events are open to the general public. The Coalition is staffed by Gregory Miao, Municipal Services Specialist. Sarah Raposa, AICP, Town of Medfield, is the Chair and Liz Dennehy, Town of Walpole, is the Vice-Chair. The mission of TRIC is to support cooperative municipal planning that links the impacts of growth and development in each town to aggregate impacts felt throughout the region.

In 2016, TRIC met monthly to review and discuss issues of inter-municipal significance. Participants at TRIC meetings can include Local Council Representatives, town planners, membership of Boards of Selectmen and Planning Boards, Town Administrators, and Chambers of Commerce, and interested citizen-planners.

Presentations of significance at TRIC meetings in 2015 included Municipal Sign Regulations, Form-Based Code, Stormwater Mangement, Clean Energy Strategies, the District Local Technical Assistance grant program, discussions with staff from the Boston Region Metropolitan Planning Organization about transportation infrastructure priorities for the TRIC communities, and review, discussion, and comment of the family of Boston Region MPO planning documents. The TRIC communities are also continuing exchange of information with the intent of understanding how the development goals of communities interact with one another, and maintaining purposeful links to established working groups that are exploring transportation issues.

The Neponset Valley Chamber of Commerce remains a strong partner to the municipalities in maintaining strong regional advocacy links to state and federal transportation planning organizations and continues to host TRIC meetings at its new location at 520 Providence Highway, Suite 4 Norwood, MA 02062.

Meetings & Events

January 19	TRIC met to hear a presentation from Sean Pfalzer, Mark Abbot, and Ali Kleyman from the Boston Region MPO to discuss: (1) an overview of Boston Metropolitan Planning Organization (MPO) Long Range Transportation Plan, (2) development of next Transportation Improvement Program (TIP) and funding process for municipal priority projects, (3) discuss potential transportation planning activities for the TRIC region, and (4) an overview of MBTA's long range planning process called Focus 40.
February 23	TRIC met in Norwood to hear a presentation from Gregory Miao, Municipal Services Specialist at MAPC, on municipal strategies for signage and billboard regulations and how they are constrained by 1st Amendment freedom of speech protections. This presentation was followed by a tour of

	Norwood's new Public Works facility.
March 15	TRIC met in Norwood to hear a presentation from Ralph Willmer, FAICP and Principal Planner at MAPC on community Master Plans and the planning process. This presentation was followed by a discussion of the Elm St. & Rustcraft Rd. corridor with Rich McCarthy, Planning Director for the Town of Dedham.
April 19	TRIC met in April to head a presentation from David Loutzenheiser, Senior Transportation Planner at MAPC to discuss bicycle transportation and best practices for bicycle planning. This discussion was preceded by a brief discussion supporting Milton's advocacy for maintain service levels on the Ashmont-Mattapan trolley line.
May 17	TRIC met in May to discuss form-based code with Matt Lawlor from Robinson & Cole LLP.
June 21	TRIC met in Medfield to bid goodbye to the previous Subregional Coordinator, Steve Winter, and discuss local economic development efforts. This meeting included a visit to the old Medfield State Hospital site, which the Town has purchased and is now in the midst of planning for.
July 19	TRIC did not hold a meeting this month. New Subregional Coordinator, Gregory Miao, worked with the TRIC Chair and Vice-Chair to develop a new Working Plan for FY 2017. New meeting topics identified included transportation planning, tiny houses, arts planning, stormwater management, clean energy planning, regional economic development and municipal collaboration.
August 16	TRIC did not hold a meeting this month.
September 20	TRIC hosted two clean energy related presentations. The first presentation was by MAPC's Clean Energy Team and its awarded consultant, Good Energy, about the deregulated electricity market and how Community Electricity Aggregation (CAE) can help communities save on their municipal energy bills. The second presentation was by Philip Kreycik of Meister Consultants about the new federal SolSmart program, which promotes the development of residential solar energy through recognition of communities that takes steps to reduce barriers to residential solar installations.
October 18	TRIC hosted Ian Cooke, Executive Director of the Neponset River Watershed Association to lead a discussion on Municipal Stormwater Management, the an overview of the EPA's new MS4 Permit (which takes effect July 1, 2017), and how changes to the Permit will affect planning activities within the TRIC region.
November 15	TRIC hosted representatives from the Boston Region Metropolitan Planning Organization (MPO) to introduce the MPO and learn about the Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP). Discussion included the MPO's work process, brainstorming possible UPWP and TIP projects in the region, and review regional projects currently listed in the TIP.
December 20	TRIC did not hold a meeting this month.

NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

David A. Lawson, Director

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

SURVEILLANCE

We are engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic.

Virus Isolations in the town:
Two WNV isolations in 2016 (1 on 8/2, 1 on 9/13)
Requests for service: 64

WATER MANAGEMENT

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work.

Culverts cleared	30 culverts
Drainage ditches checked/hand cleaned	6,150 feet
Intensive hand clean/brushing*	0 feet
Mechanical water management	0 feet
Tires collected	0

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

LARVAL CONTROL

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of disease control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	259.9 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	0.7 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	2,626 basins
Abandoned/unopened pool or other manmade structures treated	1

ADULT CONTROL

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	1,425 acres
Barrier applications on municipal property	0

Method	Board/Committee	Member / Term Expiration
Elected	Board of Assessors	Thomas P. Colarusso 2019
Elected	Board of Assessors	Kurt Ochella 2017
Elected	Board of Assessors	Ted Owens 2018
Elected	Board of Health	Edward V. Cosgrove, Ph.D. 2017
Elected	Board of Health	Stephen P. Epstein 2019
Elected	Board of Health	Jane Fogg 2018
Elected	Commissioners of Trust Funds	Barry Coffman *(through March 2015)*
Elected	Commissioners of Trust Funds	Jack Cogswell 2017 *(appointed 4.12.15)*
Elected	Commissioners of Trust Funds	Joseph P. Scalia 2019
Elected	Commissioners of Trust Funds	Heydon David Traub 2018
Elected	Constables	Paul F. Hunt 2017
Elected	Constables	Charles G. Wright 2017
Elected	Housing Authority	Scott Brightman 2019
Elected	Housing Authority	Andrew Lewis Cohen 2018
Elected	Housing Authority	William DeBear *(through April 2016)*
Elected	Housing Authority	Karen Sue Hughey 2021 *(elected 4.12.16)*
Elected	Housing Authority	Peter J. Pingatore 2020
Elected	Housing Authority	Reginald Foster *(State Appointee)*
Elected	Moderator	Michael K. Fee 2019

Method	Board/Committee	Member / Term Expiration
Elected	Park & Recreation Commission	Cynthia Chaston 2019
Elected	Park & Recreation Commission	David DiCicco 2018
Elected	Park & Recreation Commission	Michelle Geddes 2019 *(elected 4.12.16)*
Elected	Park & Recreation Commission	Christopher Gerstel 2018
Elected	Park & Recreation Commission	Michael J. Retzky *(through December 2015)*
Elected	Park & Recreation Commission	Matt Toolan 2017
Elected	Planning Board	Paul Alpert 2020
Elected	Planning Board	Bruce T. Eisenhut *(through April 2016)*
Elected	Planning Board	Ted Owens 2021 *(elected 4.12.16)*
Elected	Planning Board	Elizabeth Grimes 2018
Elected	Planning Board	Martin Jacobs 2017
Elected	Planning Board	Jeanne S. McKnight 2019
Elected	School Committee	Connie Barr 2019
Elected	School Committee	Heidi Black 2018
Elected	School Committee	Andrea Longo Carter 2019 *(appointed 9.8.15)*
Elected	School Committee	Michael Greis 2017
Elected	School Committee	Susan Neckes 2018
Elected	School Committee	Kim Marie Nichols 2017
Elected	School Committee	Aaron Pressman 2019

Method	Board/Committee	Member / Term Expiration
Elected	Selectmen	John A. Bulian 2018
Elected	Selectmen	Matthew D. Borrelli 2017
Elected	Selectmen	Marianne B. Cooley 2017
Elected	Selectmen	Maurice P. Handel 2018
Elected	Selectmen	Daniel P. Matthews 2019
Elected	Town Clerk	Theodora K. Eaton 2019
Elected	Trustees of Memorial Park	Mark Forbes 2018
Elected	Trustees of Memorial Park	John Gallello 2017
Elected	Trustees of Memorial Park	James Healy 2019
Elected	Trustees of Memorial Park	Charles J. Mangine 2019
Elected	Trustees of Memorial Park	William J. Topham 2018 *(elected 4.14.15)*
Elected	Trustees of Public Library	Lois C. Bacon 2019
Elected	Trustees of Public Library	Rose Doherty 2019
Elected	Trustees of Public Library	Richard Hardy 2017
Elected	Trustees of Public Library	Thomas M. Harkins 2017
Elected	Trustees of Public Library	Margaret Pantridge 2018
Elected	Trustees of Public Library	Gregory John Shesko 2018
Elected	Trustees of Public Library	Carol Jean Thomas 2017
Appointed by Board of Selectmen	Town Manager	Kate Fitzpatrick 2019

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Town Counsel	David S. Tobin 2017
Appointed by Board of Selectmen	Board of Appeals	Kathleen Lind Berardi 2017
Appointed by Board of Selectmen	Board of Appeals	Peter Friedenberg 2019
Appointed by Board of Selectmen	Board of Appeals	Howard S. Goldman 2017
Appointed by Board of Selectmen	Board of Appeals	Jon D. Schneider 2019
Appointed by Board of Selectmen	Board of Appeals	Jonathan D. Tamkin 2018
Appointed by Board of Selectmen	Cable Television / Advisory Committee	Michael Greis 2018
Appointed by Board of Selectmen	Cable Television / Advisory Committee	Peter E. Hess 2017
Appointed by Board of Selectmen	Cable Television / Advisory Committee	Tom Loughran 2019
Appointed by Board of Selectmen	Cable Television / Advisory Committee	Dan Schwartz 2017
Appointed by Board of Selectmen	Cable Television / Advisory Committee	Jonathan D. Tamkin 2018
Appointed by Board of Selectmen	Commission on Disabilities	Susan Crowell 2018
Appointed by Board of Selectmen	Commission on Disabilities	Debbi Heller 2018
Appointed by Board of Selectmen	Commission on Disabilities	Bruce A. Howell 2018
Appointed by Board of Selectmen	Commission on Disabilities	Jeanie Martin 2019
Appointed by Board of Selectmen	Commission on Disabilities	Barbara Moss 2018
Appointed by Board of Selectmen	Commission on Disabilities	Elaine Saunders 2018
Appointed by Board of Selectmen	Commission on Disabilities	Colin (Dale) T. Wise 2018
Appointed by Board of Selectmen	Conservation Commission	Janet Bernardo 2019

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Conservation Commission	Artie Crocker 2019
Appointed by Board of Selectmen	Conservation Commission	Stephen Farr 2018
Appointed by Board of Selectmen	Conservation Commission	Peter Oehlkers 2019
Appointed by Board of Selectmen	Conservation Commission	Cory Rhodes 2017
Appointed by Board of Selectmen	Conservation Commission	Alison G. Richardson 2018 *(appointed 8.18.15)*
Appointed by Board of Selectmen	Conservation Commission	Sharon Soltzberg (resigned 12.20.2016)
Appointed by Board of Selectmen	Council of Economic Advisors	Peter Atallah 2018
Appointed by Board of Selectmen	Council of Economic Advisors	Matt Borrelli 2018
Appointed by Board of Selectmen	Council of Economic Advisors	Glen Cammarano 2017
Appointed by Board of Selectmen	Council of Economic Advisors	William Day 2017
Appointed by Board of Selectmen	Council of Economic Advisors	Elizabeth Grimes 2018
Appointed by Board of Selectmen	Council of Economic Advisors	Maurice P. Handel 2017
Appointed by Board of Selectmen	Council of Economic Advisors	Bob Hentschel 2019
Appointed by Board of Selectmen	Council of Economic Advisors	Bruce Herman 2018
Appointed by Board of Selectmen	Council of Economic Advisors	Richard Putprush 2019
Appointed by Board of Selectmen	Council of Economic Advisors	Tom Jacob 2016
Appointed by Board of Selectmen	Council of Economic Advisors	Martin Jacobs 2018
Appointed by Board of Selectmen	Council of Economic Advisors	Brian Nadler 2017
Appointed by Board of Selectmen	Council of Economic Advisors	Janet O'Connor 2018

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Council of Economic Advisors	Matt Talcoff 2017
Appointed by Board of Selectmen	Council of Economic Advisors	Michael Wilcox 2019
Appointed by Board of Selectmen	Cultural Council	David Ecsedy 2017
Appointed by Board of Selectmen	Cultural Council	Joanne Feinberg 2017
Appointed by Board of Selectmen	Cultural Council	Mary Murphy Hensley 2017
Appointed by Board of Selectmen	Cultural Council	Michael Labrecque 2017
Appointed by Board of Selectmen	Cultural Council	Ronald Lowry 2017
Appointed by Board of Selectmen	Cultural Council	Kristen Mazzocchi 2017
Appointed by Board of Selectmen	Cultural Council	Elise Miller 2017
Appointed by Board of Selectmen	Cultural Council	Laurence Richmond 2017
Appointed by Board of Selectmen	Cultural Council	Elizabeth Wells 2018
Appointed by Board of Selectmen	Golf Course Advisory Committee	Steven Carlson 2016
Appointed by Board of Selectmen	Golf Course Advisory Committee	Roy Cramer 2018
Appointed by Board of Selectmen	Golf Course Advisory Committee	Daniel Dain 2018
Appointed by Board of Selectmen	Golf Course Advisory Committee	Jack Heavey 2019
Appointed by Board of Selectmen	Golf Course Advisory Committee	Richard M. Reilly 2019
Appointed by Board of Selectmen	Golf Course Advisory Committee	Jon Schneider 2017
Appointed by Board of Selectmen	Golf Course Advisory Committee	MaryGrace Summergrad 2017
Appointed by Board of Selectmen	Historical Commission	Robert Boder 2019

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Historical Commission	Carol Johnson Boulris 2017
Appointed by Board of Selectmen	Historical Commission	Rose Doherty 2017
Appointed by Board of Selectmen	Historical Commission	Gloria P. Greis 2018
Appointed by Board of Selectmen	Historical Commission	Richard C. Hardy 2019
Appointed by Board of Selectmen	Historical Commission	Jeffrey Heller 2018
Appointed by Board of Selectmen	Historical Commission	Miles Shore, M.D. 2019
Appointed by Board of Selectmen	Human Rights Committee	Abdul Cader Asmal 2019
Appointed by Board of Selectmen	Human Rights Committee	Barry Ehrlich 2017
Appointed by Board of Selectmen	Human Rights Committee	Cynthia Ganung 2019
Appointed by Board of Selectmen	Human Rights Committee	Amelia Klein 2018
Appointed by Board of Selectmen	Human Rights Committee	Ashok Mehta 2018
Appointed by Board of Selectmen	Human Rights Committee	Joanne McCormick 2017
Appointed by Board of Selectmen	Human Rights Committee	Albert "Bud" Schram 2017
Appointed by Board of Selectmen	Human Rights Committee	Jennifer Howard Schroeder 2018
Appointed by Board of Selectmen	Human Rights Committee	Marlene Schultz 2017
Appointed by Board of Selectmen	Human Rights Committee	Jeremy Sutherland 2016
Appointed by Board of Selectmen	MBTA Advisory Board	Richard S. Creem 2017
Appointed by Board of Selectmen	Metropolitan Area Planning Council	Maurice Handel 2018
Appointed by Board of Selectmen	Metropolitan Area Planning Council	Lee Newman 2019 *(alternate)*

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	MWRA Advisory Board	John Cosgrove 2017
Appointed by Board of Selectmen	MWRA Advisory Board	Chris Seariac 2019 *(alternate)*
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Robert Boder 2019
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Crystal Carter 2016
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Alan Glou 2018
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Arnold M. Goldstein 2018
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Michael Greis 2018
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Peter E. Hess 2017
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Tom Loughran 2019
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Michael J. Riley 2017
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Dan Schwartz 2017
Appointed by Board of Selectmen	Needham Community Television Development Corporation (NCTDC)	Jonathan Tamkin 2018
Appointed by Board of Selectmen	Needham Community Revitalization Trust Fund Committee (NCRTF)	Robin Brodsky 2019 *(appointed 2.9.16)*
Appointed by Board of Selectmen	Needham Community Revitalization Trust Fund Committee (NCRTF)	William Dermody 2017
Appointed by Board of Selectmen	Needham Community Revitalization Trust Fund Committee (NCRTF)	Carol deLemos 2018
Appointed by Board of Selectmen	Needham Community Revitalization Trust Fund Committee (NCRTF)	Paul Good 2018
Appointed by Board of Selectmen	Needham Community Revitalization Trust Fund Committee (NCRTF)	Timothy Kickham 2019
Appointed by Board of Selectmen	Needham Community Revitalization Trust Fund Committee (NCRTF)	MaryRuth Perras 2017
Appointed by Board of Selectmen	Norfolk County Advisory Board	Ted Owens 2017

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Property Tax Assistance Committee	Jill C. Kahn-Boesel 2017
Appointed by Board of Selectmen	Property Tax Assistance Committee	Elizabeth Handler 2017
Appointed by Board of Selectmen	Property Tax Assistance Committee	Peter Hess 2017
Appointed by Board of Selectmen	Property Tax Assistance Committee	Thomas Mulhern 2017
Appointed by Board of Selectmen	Property Tax Assistance Committee	Evelyn Poness *(ex-officio)*
Appointed by Board of Selectmen	Rail Trail Advisory Committee	John Bulian 2017
Appointed by Board of Selectmen	Rail Trail Advisory Committee	Patricia Carey
Appointed by Board of Selectmen	Rail Trail Advisory Committee	Christopher Gerstel 2019
Appointed by Board of Selectmen	Rail Trail Advisory Committee	James Goldstein 2017
Appointed by Board of Selectmen	Rail Trail Advisory Committee	Dmitry Gorenburg 2017
Appointed by Board of Selectmen	Rail Trail Advisory Committee	Gerry Koss 2017
Appointed by Board of Selectmen	Rail Trail Advisory Committee	Edward Olsen
Appointed by Board of Selectmen	Regional Transportation Advisory Council	Rhain Hoyland 2017
Appointed by Board of Selectmen	Regional Transportation Advisory Council	David Montgomery 2017
Appointed by Board of Selectmen	Registrars of Voters	Ann Cosgrove 2018
Appointed by Board of Selectmen	Registrars of Voters	John W. Day 2019
Appointed by Board of Selectmen	Registrars of Voters	Barbara B. Doyle 2017
Appointed by Board of Selectmen	Registrars of Voters	Theodora K. Eaton *(ex-officio)*
Appointed by Board of Selectmen	Solid Waste and Recycling Advisory Committee	William Connors 2019

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Solid Waste and Recycling Advisory Committee	David Ecsedy 2017
Appointed by Board of Selectmen	Solid Waste and Recycling Advisory Committee	Jeffrey Heller 2018
Appointed by Board of Selectmen	Solid Waste and Recycling Advisory Committee	Steve Rosenstock 2018 *(appointed 12.8.15)*
Appointed by Board of Selectmen	Solid Waste and Recycling Advisory Committee	Irwin Silverstein 2017
Appointed by Board of Selectmen	Taxation Aid Committee	Jack Cogswell 2019 *(appointed 2.9.16)*
Appointed by Board of Selectmen	Taxation Aid Committee	Elizabeth Handler 2017
Appointed by Board of Selectmen	Taxation Aid Committee	Thomas J. Mulhern 2017
Appointed by Board of Selectmen	Taxation Aid Committee	Helen Newton 2019
Appointed by Board of Selectmen	Taxation Aid Committee	Evelyn Poness *(ex-officio)*
Appointed by Board of Selectmen	Technology Advisory Board	David Davison *(ex-officio)*
Appointed by Board of Selectmen	Technology Advisory Board	Wade Davis 2016
Appointed by Board of Selectmen	Technology Advisory Board	Kenny Freundlich 2016
Appointed by Board of Selectmen	Technology Advisory Board	Ann Gulati *(ex officio)*
Appointed by Board of Selectmen	Technology Advisory Board	Clifford Hayden 2019
Appointed by Board of Selectmen	Technology Advisory Board	Roger MacDonald *(ex-officio)*
Appointed by Board of Selectmen	Technology Advisory Board	Michael Mathias 2017
Appointed by Board of Selectmen	Technology Advisory Board	Carl Rubin 2017
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Anthony DelGaizo 2018
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Stephen Delisi 2018

Method	Board/Committee	Member / Term Expiration
Appointed by Board of Selectmen	Traffic Management Advisory Committee	John Kraemer 2017
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Jeffrey MacMann 2019
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Richard Merson 2018
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Donna Mullin 2019
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Ford Peckham 2017
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Mark Rosen 2017
Appointed by Board of Selectmen	Traffic Management Advisory Committee	Glen Schneider 2017
Appointed by Board of Selectmen	Water & Sewer Rate Structure Committee	John P. Cosgrove, Jr. 2017
Appointed by Board of Selectmen	Water & Sewer Rate Structure Committee	Tom Loughran 2019
Appointed by Board of Selectmen	Water & Sewer Rate Structure Committee	Nick Renzulli 2017
Appointed by Board of Selectmen	Water & Sewer Rate Structure Committee	Steve Rosenstock 2017
Appointed by Board of Selectmen	Water & Sewer Rate Structure Committee	John Tallarico 2019
Appointed by Moderator	Finance Committee	Barry Coffman
Appointed by Moderator	Finance Committee	John Connelly
Appointed by Moderator	Finance Committee	Carol Smith-Fachetti
Appointed by Moderator	Finance Committee	Tom Jacob
Appointed by Moderator	Finance Committee	Kenneth Lavery
Appointed by Moderator	Finance Committee	Richard Lunetta
Appointed by Moderator	Finance Committee	Louise Miller

Method	Board/Committee	Member / Term Expiration
Appointed by Moderator	Finance Committee	Richard Reilly
Appointed by Moderator	Finance Committee	Richard Zimbone
Appointed by Moderator	Personnel Board	Patricia A. Forde
Appointed by Moderator	Personnel Board	Joseph Herlihy
Appointed by Moderator	Personnel Board	Vivian Hsu
Appointed by Moderator	Personnel Board	Richard Lunetta
Appointed by Moderator	Personnel Board	Barry Pollack
Mixed Appointing Authority	Community Preservation Committee	Paul Alpert *(Planning Commission)*
Mixed Appointing Authority	Community Preservation Committee	Robert Boder *(Historical Commission)*
Mixed Appointing Authority	Community Preservation Committee	Gary Crossen *(Board of Selectmen)*
Mixed Appointing Authority	Community Preservation Committee	Reginald Foster *(Housing Authority)*
Mixed Appointing Authority	Community Preservation Committee	Ron Furman *(Moderator)*
Mixed Appointing Authority	Community Preservation Committee	Christopher Gerstel *(Park & Recreation)*
Mixed Appointing Authority	Community Preservation Committee	Mark Gluesing *(Moderator)*
Mixed Appointing Authority	Community Preservation Committee	Peter Ohelkers *(Conservation Commission)*
Mixed Appointing Authority	Community Preservation Committee	Lita Young *(Board of Selectmen)*
Mixed Appointing Authority	Contributory Retirement Board	Sandra Cincotta *(appointed 1.26.16)*
Mixed Appointing Authority	Contributory Retirement Board	Elizabeth Dennis *(through December 2015)*
Mixed Appointing Authority	Contributory Retirement Board	John P. Krawiecki (*by vote of employees and retirees)*

Method	Board/Committee	Member / Term Expiration
Mixed Appointing Authority	Contributory Retirement Board	Robert Mearls *(by members of the Retirement Board)*
Mixed Appointing Authority	Contributory Retirement Board	Evelyn Poness
Mixed Appointing Authority	Contributory Retirement Board	Thomas A. Welch, II *(by vote of employees and retirees)*
Mixed Appointing Authority	Council on Aging	Scott Brightman
Mixed Appointing Authority	Council on Aging	Ed Cosgrove
Mixed Appointing Authority	Council on Aging	Carol deLemos
Mixed Appointing Authority	Council on Aging	Phyllis Fanger
Mixed Appointing Authority	Council on Aging	Daniel Goldberg
Mixed Appointing Authority	Council on Aging	Monica Graham
Mixed Appointing Authority	Council on Aging	Penny Grossman
Mixed Appointing Authority	Council on Aging	Susanne Hughes
Mixed Appointing Authority	Council on Aging	Tom Keating
Mixed Appointing Authority	Council on Aging	Elaine Kleiman
Mixed Appointing Authority	Council on Aging	Lianne Relich
Mixed Appointing Authority	Council on Aging	Colleen Schaller
Mixed Appointing Authority	Design Review Board	Artie Crocker *(alternate) (Board of Selectmen)*
Mixed Appointing Authority	Design Review Board	Robert Dermody (Board of Selectmen)
Mixed Appointing Authority	Design Review Board	Nelson Hammer (Planning Board)
Mixed Appointing Authority	Design Review Board	Mark Gluesing (Board of Selectmen)

Method	Board/Committee	Member / Term Expiration
Mixed Appointing Authority	Design Review Board	Richard M. Reilly, Jr. *(alternate) (Board of Selectmen)*
Mixed Appointing Authority	Design Review Board	Deborah Robinson *(Planning Board)*
Mixed Appointing Authority	Design Review Board	Stephen Tanner *(Planning Board)*
Mixed Appointing Authority	Permanent Public Building Committee	Stuart Chandler
Mixed Appointing Authority	Permanent Public Building Committee	Natasha Espada
Mixed Appointing Authority	Permanent Public Building Committee	George Kent
Mixed Appointing Authority	Permanent Public Building Committee	Stephen Popper, *Dir. Public Facilities, Construction*
Mixed Appointing Authority	Permanent Public Building Committee	Paul Salamone
Mixed Appointing Authority	Permanent Public Building Committee	Roy Schiffiliti
Mixed Appointing Authority	Permanent Public Building Committee	Peter Schneider
Mixed Appointing Authority	Permanent Public Building Committee	Irwin Silverstein
Mixed Appointing Authority	Transportation Committee	Duncan Allen *(Board of Selectmen)*
Mixed Appointing Authority	Transportation Committee	Richard Creem *(Board of Selectmen)*
Mixed Appointing Authority	Transportation Committee	Justin McCullen *(Planning Board)*
Mixed Appointing Authority	Transportation Committee	David Montgomery *(Moderator)*
Mixed Appointing Authority	Transportation Committee	Stephen McKnight *(Planning)*
Mixed Appointing Authority	Transportation Committee	Denise Garlick (ex-officio)
Mixed Appointing Authority	Youth Commission	David Bookston *(School Committee)*
Mixed Appointing Authority	Youth Commission	Karen Folb *(Park & Recreation Commission)*

Method	Board/Committee	Member / Term Expiration
Mixed Appointing Authority	Youth Commission	Kevin Keane *(Board of Selectmen)*
Mixed Appointing Authority	Youth Commission	Susan Patkin *(Moderator)*
Mixed Appointing Authority	Youth Commission	Sonia Raja *(School Committee)*
Mixed Appointing Authority	Youth Commission	Jillian Smith *(School Committee)*
Mixed Appointing Authority	Youth Commission	Vincent Springer *(Police Department)*
Mixed Appointing Authority	Youth Commission	Julie Stevens *(Finance Committee)*
Appointed by Town Manager	Administrative Assessor	Hoyt Davis
Appointed by Town Manager	Assistant Town Clerk	Helen Atkinson
Appointed by Town Manager	Animal Control Officer	Danielle Estrella
Appointed by Town Manager	Assistant Director of Public Works	Robert Lewis
Appointed by Town Manager	Assistant Town Manager/Finance Director	David Davison
Appointed by Town Manager	Assistant Town Manager/Director of Operations	Christopher Coleman
Appointed by Town Manager	Director of Emergency Management	Dennis Condon
Appointed by Town Manager	Director of Human Resources	Elizabeth Dennis *(to January 2016)*
Appointed by Town Manager	Director of Human Resources	Rachel Glisper *(March 2016)*
Appointed by Town Manager	Director of Information Technology	Roger MacDonald
Appointed by Town Manager	Director of Public Facilities - Construction	Steven Popper
Appointed by Town Manager	Director of Public Facilities - Operations	Chip Laffey
Appointed by Town Manager	Director of Public Health	Timothy McDonald

Method	Board/Committee	Member / Term Expiration
Appointed by Town Manager	Director of Public Works	Richard Merson
Appointed by Town Manager	Director, West Suburban Veterans Services	Sarada Kalpee
Appointed by Town Manager	Director of Youth Services	Jon Mattleman
Appointed by Town Manager	Environmental Health Agent	Tara Gurge
Appointed by Town Manager	Executive Director, Council on Aging	Jamie Gutner
Appointed by Town Manager	Fire Chief/Superintendent of Fire Alarms	Dennis Condon
Appointed by Town Manager	Inspector of Buildings	David Roche
Appointed by Town Manager	Inspector of Plumbing and Gas	Larry DiBona
Appointed by Town Manager	Inspector of Wiring	Scott Chisholm
Appointed by Town Manager	Library Director	Ann MacFate
Appointed by Town Manager	Park and Recreation Director	Patricia M. Carey
Appointed by Town Manager	Planning Director	Lee Newman
Appointed by Town Manager	Police Chief / Keeper of the Lockup	Philip E. Droney *(through December 2015)*
Appointed by Town Manager	Police Chief / Keeper of the Lockup	John Schlittler *(12.22.15)*
Appointed by Town Manager	Supervisor, Garage & Equipment	Bill Stockwell *(through 12.4.15)*
Appointed by Town Manager	Supervisor, Garage & Equipment	John Regan *(5.9.16)*
Appointed by Town Manager	Superintendent, Highway	Rhainhardt Hoyland
Appointed by Town Manager	Superintendent, Parks & Forestry / Tree Warden	Edward Olsen
Appointed by Town Manager	Superintendent, Water and Sewer	Christopher Seariac

Method	Board/Committee	Member / Term Expiration
Appointed by Town Manager	Town Accountant	Michelle Vaillancourt
Appointed by Town Manager	Town Engineer	Anthony DelGaizo
Appointed by Town Manager	Treasurer and Tax Collector	Evelyn Poness
Appointed by Town Manager	Veterans' Burial Agent/Veterans' Graves Officer	Bill Topham
Appointed by Elected or Appointed Boards	Executive Director, Needham Housing Authority	Paul Dumouchel
Appointed by Elected or Appointed Boards	Executive Secretary to Finance Committee	Louise Mizgerd
Appointed by Elected or Appointed Boards	Superintendent of Schools	Daniel E. Gutekanst

Town Meeting Members 2016

A

2017

Davidson	Alan J.	26 Elder Road
Genova	John D.	11 Jennifer Circle
Gosmon	Cheryl A.	209 St. Mary Street
Keane-Hazzard	Mary E.	198 Webster Street
O'Brien, Jr.	Norman F.	59 Webster Street
Schneider	Louise I.	11 Jennifer Circle
Spiros	Carolyn M.	60 Wayne Road
Sterling	Nicholas P.	60 Webster Street

2018

Bailey	Erik J.	64 Hillside Avenue
Cooper	Emily Rose	56 Lee Road
Creem	Richard S.	12 Gary Road
Diodato	John F.	7 William Street
Gratz	Donald B.	330 Central Avenue
Miller	Rachel B.	33 William Street
Sargent	Elizabeth M.	43 Webster Street
Spiros	Van J.	60 Wayne Road

2019

Brown	Lance R.	18 Webster Street
Herrick	Walter D.	131 Pine Grove Street
Hotchkiss	John Downey	42 Webster Street
Miller	Michael S.	33 William Street
Nissen	Suzanne Fiering	16 Homsy Lane
Scott	James Allan	52 Elder Road
Silverstein	Irwin	44 Reservoir Avenue
Silverstein	Nina	44 Reservoir Avenue

Town Meeting Members 2016

B

2017

Freedberg	Cathy M.	112 Jarvis Circle
Grimes	Elizabeth Jane	12 Clarke Road
Harris	David C.	94 Cynthia Road
Kurkjian	Catherine E.	43 Briarwood Circle
Moody	Richard B.	22 Parish Road
Pendergast	Kevin T.	24 Bess Road
Rooney	Jodi Lynn	617 Central Avenue
Rosenstock	Steven M.	44 Bess Road

2018

Bloom	Elizabeth M.	30 Nehoiden Street
Borrelli	Marianna	651 Central Avenue
Cogswell	John H.	865 Central Avenue #O-506
McConchie	Scott	101 Hillside Avenue
Nicols	Kim Marie	12 Crescent Road
Pyle	Margot Copeland	865 Central Avenue #G-402
Shapiro	Stacie M.	12 Pine Grove Street
Toran	Sarah Ann	945 Central Avenue

2019

Agler	Stuart B.	30 Parish Road
Doyle	William G.	208 Forest Street
Frankenthaler	John J.	33 Brookside Road
Freedberg	Richard M.	112 Jarvis Circle
Jacob	Thomas M.	67 Clarke Road
Markell	Lori A.	62 Cynthia Road
Rovner	Gerald C.	48 Cynthia Road
Von Herder	Dorothea	208 Hunnewell Street

Town Meeting Members 2016

C

2017

Alpert	Peter A.	108 Locust Lane
Barnett	Bruce S.	249 Marked Tree Road
Callanan	Paula R.	1699 Great Plain Avenue
Cox	David R.	94 Oxbow Road
Gluesing	Mark J.	48 Mackintosh Avenue
Lueders	Carl J.	34 Whitman Road
Masterman	James D.	53 Canavan Circle
Miller	Louise L.	5 North Hill Avenue

2018

Alpert	Paul S.	116 Pine Street
Barnes, Jr.	Joseph P.	589 High Rock Street
Brightman	Scott M.	88 Standish Road
Cox, Jr.	Gilbert W.	49 Colonial Road
Neckes	Susan B.	36 Gay Street
Owens	Ted	54 Whitman Road
Tillotson	Paul B.	21 Howe Road
Tobin	Sandra Balzer	59 Winding River Road

2019

Agualimpia	Carlos	7 Jenna Circle
Barber	Susan A.	74 Stockdale Road
Carter	Andrea Longo	18 Colonial Road
Goldberg	Lois R.	76 Brewster Drive
Haslip	John H.	43 Whitman Road
Isenberg	Paul David	44 Stewart Road
Landau	R. Cynthia	57 Pine Street
Zappala	Lisa W.	379 Charles River Street

Town Meeting Members 2016

D

2017

Burgiel	Lori L.	144 Oak Street
Conturie	Cynthia L.	96 Robinwood Avenue
Donald	Ross M.	25 Chambers Street Unit H
Levy	Joshua W.	42 Village Lane
Lunetta	Richard J.	182 Marked Tree Road
Mann	Richard S.	196 Bridle Trail Road
McNeill	Gary B.	54 Deerfield Road
Soisson	Thomas F.	128 Maple Street

2018

Black	Heidi C.	7 Maple Terrace
Clarke	Holly Anne	1652 Central Avenue
Cramer	Roy A.	1796 Central Avenue
D'Addesio	Kathryn L.	110 Linden Street
Der Marderosian	Ann	800 South Street
Eisenhut	Bruce T.	106 Marked Tree Road
Lewis	Kathleen M.	17 Maple Street
Shesko	Gregory John	114 Maple Street

2019

Foster	Reginald C.	898 South Street
Gerstel	Christopher J.	184 Maple Street
Leghorn	Joseph J.	40 Linden Street
Mullen	Kurt M.	11 Aldridge Road
Pressman	Aaron M.	1012 South Street
Rauch	Evan F.	224 Country Way
Tedoldi	M. Kathleen	13 Maple Street
Walitt	Arthur	46 Charles River Street

Town Meeting Members 2016

E

2017

Braman	Robert R.	76 Lawton Road
Brandish	Philip Edward	44 Pleasant Street
Crowell	Theodore M.	39 Lawton Road
Cummings	Lawrence R.	27 South Street
Durda	Paul J.	149 Laurel Drive
Francesconi	Irene M.	5 George Aggott Road
Stevens	Julie E.	18 George Aggott Road
Wolfe	Cynthia J.	191 Fox Hill Road

2018

Barr	Constance S.	205 Edgewater Drive
Chaston	Cynthia J.	119 Fox Hill Road
Cosgrove	Ann M.	17 Laurel Drive
Fachetti	Carol A.	187 South Street
Harrington	Alisha Beth	28 Oakhurst Circle
Murray	Phillip R.	453 Warren Street
Peckham	Ford H.	26 Lawton Road
Robey	Philip V.	12 Fletcher Road

2019

Blakelock	David K.	217 Edgewater Drive
Cosgrove III	Edward V.	17 Laurel Drive
Greendlinger	Risa J.	513 Chestnut Street
Hurley	Amy	154 South Street
Ruth	Ronald W.	248 Warren Street
Seidel	Victor Paul	56 Green Street
Siegenthaler	Paul A.	1049 Webster Street
Weiner	Theodore	88 Pleasant Street

Town Meeting Members 2016

F

2017

Cohen	Lawrence J.	77 Warren Street
Goldin	Rochelle E.	68 Warren Street
Goldstein	Carl	210 Parish Road
Kirk	John P.	100 Warren Street
MacMahon	Mary Anne	89 Warren Street
McDonough	Barry R.	33 Oakland Avenue
McKay	Michael	31 Gage Street
Piltch	Mary E.	17 Meadowbrook Road

2018

Borrelli	Alison S.	1175 Great Plain Avenue
Connelly	John P.	67 May Street
Davis	Gail E.	233 Nehoiden Street
Davis	Richard W.	233 Nehoiden Street
Madsen	Fabienne A.	45 Walnut Street
Sexton	Jennifer S.	62 Newell Avenue
Winnick	Deborah S.	12 Mallard Road
Zoppo	William A.	330 Nehoiden Street

2019

Coffman	Barry J.	837 Great Plain Avenue
Heller	Jeffrey D.	1092 Central Avenue
Kalish	Leslie A.	48 Lake Drive
McKnight	Jeanne S.	100 Rosemary Street #336
Muldoon	Kenneth Scott	83 Fair Oaks Park
Okerman	William J.	100 Meetinghouse Circle
Price	Karen N.	48 Lake Drive
Verdun	Michael L.	35 Meetinghouse Circle

Town Meeting Members 2016

G

2017

Attridge	Paul H.	59 Powers Street
Blake	Julia C.H.	763 Great Plain Avenue
DeMeis	Richard	126 Powers Street
Dermody	Robert J.	162 Fair Oaks Park
Keyes	Georgina Y.	261 Manning Street
Pittman	Andrew J.	75 Prince Street
Robey	Kathleen D.	150 Warren Street Unit 2
Smart, Jr.	Robert T.	25 Mayo Avenue

2018

Abbott	Susan W.	60 Otis Street
Dirks	Katy M.	674 Webster Street
Gallagher	Fran	692 Great Plain Avenue
Harkins	Thomas M.	24 May Street
Kane	Matthew A.	28 Bradford Street
McCaffrey	Maureen T.	285 Manning Street
McGarvey	Susan B.	66 Upland Road
Welby	Susan	857 Webster Street

2019

Beacham, Jr.	Peter W.	249 Harris Avenue
Crawford	Michael J.	213 Warren Street
Crimmings	John D.	32 Plymouth Road
Distler	Michael A.	122 Washington Avenue
Freundlich	Kenneth B.	54 Bradford Street
Kaufman	Gary Michael	12 Eaton Road
McDonnell	Ryan D.	42 Woodlawn Avenue
Oberle	Mark A.	15 Otis Street

Town Meeting Members 2016

H

2017

Cosentino	Julia Satti	265 Great Plain Avenue
Kardok	Michael C.	55 Berkshire Road
McCarthy	Nancy E.	29 Sterling Road
McDonough	Mark	173 Fairfield Street
Noonan	Terence P.	125 Broad Meadow Road
Olive	Peter R.	133 Thornton Road
Wu	Harmony H.	99 Fairfield Street
Zimbone	Richard A.	10 Woodbury Drive

2018

Brinkhaus	Heinz R.	10 Lancaster Road
Cruickshank	M. Patricia	64 Elmwood Road
Gillogley	Thomas Edward	4 Wendling Road
Handler	Elizabeth P.	317 Great Plain Avenue
Larsen	Robert Y.	150 Tudor Road
Margolis	Marjorie M.	20 Mann Avenue
Milligan	Paul T.	224 Elmwood Road
Reilly	Richard M.	15 Whittier Road

2019

Avedikian	Isabel F.	148 Valley Road
Barzilay	Ilan	77 Thornton Road
Bruel	Hilary Hanson	87 Thornton Road
Diener	Michael A.	30 Kenney Street
Han	Karen E.	34 Grosvenor Road
Kingston	John A.	70 Grosvenor Road
Orscheln	Eileen K.	67 Whittier Road
Wixon	Amy M.	92 Grosvenor Road

Town Meeting Members 2016

I

2017

Bagshaw	Lisa Dannibal	41 Dartmouth Avenue
Ecsedy	David J.	20 Holland Terrace
Kahn-Boesel	Jill C.	44 Brookline Street
Murphy	Lorraine M.	59 Beaufort Avenue
Sexton	Nancy E.	3 Arden Street
Supple	David Paul	58 Helen Road
Tibma	Mary D.	7 Upland Road
Walsh	Maura O.	8 Fairfax Road

2018

Atallah	Peter D.	18 Lindbergh Avenue
Connolly	Peter Stephen	1104 Beaufort Avenue
Escalante	David J.	103 Woodledge Road
Gallo	John L.	298 Brookline Street
Hutcheson	Laurie B.	384 Hillcrest Road
Robey III	Paul	38 Brookline Street
Sockol	Lois F.	611 Greendale Avenue
Sockol	Ron	611 Greendale Avenue

2019

Crocker	Artie R.	17 Fairlawn Street
Ecsedy	Claire Dee	20 Holland Terrace
Golden	Joel S.	22 Edwardel Road
Ochalla	Josephine	166 Lindbergh Avenue
Pingitore	Peter J.	146 Hillcrest Road
Renzulli	Nicholas S.	77 Edwardel Road
Weinstein	Anne W.	3 Carey Road
Whitney	Kathleen D.	75 Kingsbury Street

Town Meeting Members 2016

J

2017

Barker	Catherine J.	13 West Street
Bonasia	James S.	174 Tower Avenue
Chandler	Stuart B.	123 Paul Revere Road
Downs	Robert A.	51 Virginia Road
Mathias	Michael M.	354 Webster Street
Murphy	Jane B.	760 Highland Avenue #17
Shannon	Karen R.	13 Bennington Street
Whitney	Debra A.	36 Hunting Road

2018

Arrieta-Ruetenik	Georgina A.	236 Greendale Avenue
Dermody	William R.	12 Concord Street
DiCicco	David C.	24 Mellen Street
Epstein	Stephen K.	117 Richdale Road
Greis	Michael J.	384 Webster Street
Kaponya	Elizabeth Nicole	27 Highland Terrace
McCourt	Christine S.	181 Richdale Road
Mullin	Donna M	131 Paul Revere Road

2019

Borowsky	Mark L.	584 Hunnerwell Street
Deutsch	Robert E.	14 Highview Street
Keane	Kevin J.	88 Lexington Avenue
Kent	George F.	184 Richdale Road
Montgomery	David P.	361 Webster Street
Mooney	Christopher	41 Lexington Avenue
Panov	Peter Sergey	19 West Street
Urwitz	Carol I.	164 Greendale Avenue

Town Meeting Members 2016

TMM

2017

Borrelli, Chairman, Board of Se	Matthew D.	1175 Great Plain Avenue
Bulian, Selectman	John A.	86 Peacedale Road
Cooley, Selectman	Marianne B.	85 High Street
Cosgrove, III, Chm, Board of H	Edward V.	17 Laurel Drive
Doherty, Chm, Trustees of Pub	Rose A.	134 Melrose Avenue
Eaton, Town Clerk	Theodora K.	51 Bonwood Road
Fee, Moderator	Michael K.	137 Fox Hill Road
Gallello, Chm., Memorial Park	John S.	3o Howland Street
Handel, Selectman	Maurice P.	3 Rosemary Street
Matthews, Selectman	Daniel P.	31 Rosemary Street
McKnight, Chm, Planning Boar	Jeanne S.	100 Rosemary Way #336
Neckes, Chm, School Committ	Susan B.	36 Gay Street
Ochalla, Chm., Board of Asses	Kurt Paul	166 Lindbergh Avenue
Toolan, Chm., Park & Recreati	Matthew Michael	10 Beaufort Avenue

FY2016 TOWN OF NEEDHAM RETIREE INFORMATION

RETIREES

RETIREE	DEPT	YEARS OF SERVICE		RETIREE	DEPT	YEARS OF SERVICE
Edward Mann	DPW	28 years 8 months		Christopher Faherty	Schools	14 years 6 months
Arthur Hopkins	Fire	37 years 7 months		Joan Kirkman	Schools	27 years 9 months
Joseph Tierney, Jr.	Fire	36 years 9 months		Renee Bellin	Schools	16 years 10 months
April Asquith	Library	39 years 1 month		Melissa Geib	Schools	17 years 10 months
Laura George	Police	10 years 4 months		Marjorie Mearls	Schools	40 years 1 month
Kathleen Mullins	Police	32 years		Joan Krozy	Schools	32 years 1 month
Philip Droney	Police	34 years 2 months		Dianna List	Schools	13 years 2 months
Dorothy Baker	Schools	21 years 6 months		Elizabeth Dennis	Town	30 years 5 months
Rosanne McTernan	Schools	20 years				

FY2016 TOWN OF NEEDHAM RETIREE INFORMATION

IN MEMORIUM

RETIREE	DEPT	YEARS OF SERVICE		RETIREE	DEPT	YEARS OF SERVICE
Dominick Nigro	DPW	22 years 9 months		Eunice Bliss	Hospital	11 years 1 month
George LaValle	DPW	29 years 6 months		Santina Morganti	Hospital	31 years 11 months
Raymond O'Neal	DPW	33 years		Winifred Oliver	Hospital	11 years 8 months
John D. Marr, Jr.	DPW	16 years 4 months		John Stephen Cronin	PFD Ops	10 years 9 months
Robert Henley	Fire	32 years 11 months		William P. Matthes	Police	37 years 7 months
Paul Reynolds	Fire	14 years 1 month		Elaine Calabro	Schools	16 years 9 months
Ralph Quilty	Fire	11 years		Frances Cusack	Schools	20 years 9 months
Virginia Healey (survivor of Charles Healey 4/6/81)	Fire	10 years 11 months		Diane Heneberry	Schools	19 years 1 month
Vivian McIver	Library	45 years 1 month		Elaine Martin (survivor of Helene Johnson 2/4/58)	Town	14 years 1 month
Virginia Cummings	Hospital	10 years 3 months		Agnes O'Neil	Town	11 years 4 months
Marianne E. Topjian	Hospital	16 years 7 months		Robert Casavant	Water	27 years

APPENDICES

This page is intentionally blank.

General Fund
Balance Sheet
Year Ended June 30, 2016

	General
ASSETS	
Cash and Short-term Investments	$24,199,908
Investments	$19,372,450
Receivables:	
Property Taxes	$2,873,358
Excises	$968,146
Departmental	$1,426,542
Intergovernmental	$4,866,036
Betterments	$0
Other	$50,083
Other Assets	$0
Total Assets	$53,756,523
LIABILITIES	
Warrants and Accounts Payable	$1,569,639
Deferred Revenue	$0
Accrued Liabilities	$4,053,656
Due to Other Governments	$0
Taxes Collected in Advance	$0
Refunds Payable	$925,717
Anticipation Notes Payable	$0
Other Liabilities	$200,528
Total Liabilities	$6,749,540
Deferred Inflows of Resources	$10,047,765
FUND BALANCES	
Non-spendable	$0
Restricted	$666,280
Committed	$10,114,230
Assigned	$5,413,861
Unassigned	$20,764,847
Total Fund Balance	$36,959,218
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	$53,756,523

Total Governmental Funds
Combined Balance Sheet
Year Ended June 30, 2016

	General
ASSETS	
Cash and Short-term Investments	$38,302,816
Investments	$28,527,890
Receivables:	
Property Taxes	$2,884,518
Excises	$968,146
Departmental	$1,467,390
Intergovernmental	$5,648,412
Other	$50,083
Total Assets	$77,849,255
LIABILITIES	
Warrants and Accounts Payable	$3,014,348
Unearned Revenue	$594,994
Accrued Liabilities	$4,186,872
Due to Other Governments	$0
Taxes Collected in Advance	$0
Refunds Payable	$925,717
Anticipation Notes Payable	$8,860,000
Other Liabilities	$202,143
Total Liabilities	$17,784,074
Deferred Inflows of Resources	$10,580,567
FUND BALANCES	
Non-spendable	$188,478
Restricted	$14,189,660
Committed	$16,300,067
Assigned	$5,413,861
Unassigned	$13,392,548
Total Fund Balance	$49,484,614
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	$77,849,255

Total Governmental Funds
Statement of Revenues, Expenses and Changes in Fund Balances
Year Ended June 30, 2016

Revenues	
Property Taxes	$121,137,496
Excise Taxes	$5,627,887
Penalties, Interest and Other Taxes	$2,412,572
Charges for Services	$6,921,722
Departmental	$1,038,922
Licenses and Permits	$2,314,222
Intergovernmental	$17,349,786
Investment Income	$286,969
Fines and Forfeitures	$186,517
Contributions	$444,166
Other	$99,336
Total Revenues	$157,819,595
Expenditures	
General Government	$5,301,858
Public Safety	$14,896,769
Education	$80,064,879
Public Works	$7,504,918
Public Facilities	$9,019,331
Health and Human Services	$2,041,964
Culture and Recreations	$3,141,332
Other Current Expenditures	$11,273,689
Capital Outlay	$15,539,175
Debt Service	$10,867,652
Intergovernmental	$1,281,985
Total Expenditures	$160,933,552
Revenues to Expenditures	($3,113,957)
Other Financing Sources and Uses	
Issuance of Refunded Debt	$6,645,000
Bond Premium	$1,069,480
Transfers In	$6,326,294
Refunding Escrow	($7,607,593)
Transfers Out	($6,973,911)
Total Other Financing Sources and Uses	($540,730)
Net Change in Fund Balances	($3,654,687)
Fund Balances at Beginning of Year	$53,139,301
Fund Balances at End of Year	$49,484,614

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2016

	Solid Waste	Sewer	Water
ASSETS			
Current Assets:			
Cash and Short-term Investments	$2,179,218	$5,446,033	$6,747,540
Receivables	$343,540	$2,423,752	$1,865,849
Intergovernmental	$0	$0	$0
Other Current Assets	$0	$0	$0
Total Current Assets	$2,522,758	$7,869,785	$8,613,389
Noncurrent Assets:			
Land and Construction in Progress	$5,071,299	$876,948	$992,671
Other Capital Assets, Net of Accumulated Depreciation	$1,813,673	$23,242,741	$32,766,845
Total Noncurrent Assets	$6,884,972	$24,119,689	$33,759,516
Total Assets	$9,407,730	$31,989,474	$42,372,905
Deferred Outflows	$125,966	$170,954	$224,940
Total Assets and Deferred Outflows	$9,533,696	$32,160,428	$42,597,845
LIABILITIES			
Current Liabilities:			
Accounts Payable	$103,771	$12,343	$328,359
Accrued Payroll	$22,238	$31,548	$39,996
Accrued Liabilities	$0	$0	$0
Retainage Payable	$0	$0	$0
Refunds Payable	$258,444	$90,300	$17,773
Notes Payable	$0	$0	$425,000
Other Liabilities	$0	$0	$0
Current Portion of Long-term Liabilities:			
Bonds Payable	$95,000	$879,279	$876,249
Compensated Absences	$60,765	$154,628	$112,515
Total Current Liabilities	$540,218	$1,168,098	$1,799,892

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2016

	Solid Waste	Sewer	Water
Noncurrent Liabilities			
Net Pension Liability	$894,289	$1,213,678	$1,596,944
Bonds Payable, Net of Current Portion	$25,000	$6,907,491	$6,049,093
Total Noncurrent Liabilities	$919,289	$8,121,169	$7,646,037
Total Liabilities	$1,459,507	$9,289,267	$9,445,929
Deferred Inflows	$686	$931	$1,225
	$1,460,193	$9,290,198	$9,447,154
NET POSITION			
Invested in Capital Assets, Net of Related Debt	$6,886,371	$16,625,373	$26,507,966
Unrestricted	$1,187,132	$6,244,857	$6,642,725
Total Net Assets	$8,073,503	$22,870,230	$33,150,691
Total Assets and Deferred Outflows	$9,533,696	$32,160,428	$42,597,845

Enterprise Funds
Statement of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2016

	Solid Waste	Sewer	Water
Operating Revenues			
Charges for Services	$1,323,660	$8,995,381	$6,751,905
Other Current Assets	$0	$0	$5,516
Total Operating Revenue	$1,323,660	$8,995,381	$6,757,421
Operating Expenses			
Personnel Services	$702,958	$1,050,813	$1,132,343
Non-Personnel Services	$1,079,970	$331,350	$994,257
Depreciation	$277,748	$964,591	$1,266,411
Intergovernmental Assets	$0	$5,408,445	$1,012,962
Total Operating Expenses	$2,060,676	$7,755,199	$4,405,973
Operating Income (Loss)	($737,016)	$1,240,182	$2,351,448
Non-operating Revenues and Expenses			
Intergovernmental Revenue	$0	$28,485	$0
Investment Income	$3,428	$5,478	$7,197
Interest Expense	($5,012)	($202,461)	($262,169)
Net Non-operating Revenue/Expense	($1,584)	($168,498)	($254,972)
Income (Loss) Before Transfers	($738,600)	$1,071,684	$2,096,476
Capital Contribution	$0	$305,152	$0
Transfers In	$1,420,000	$569,430	$0
Transfers Out	($317,608)	($363,721)	($660,484)
Net Transfers	$1,102,392	$510,861	($660,484)
Change in Net Position	$363,792	$1,582,545	$1,435,992
Net Position at Beginning of Year	$7,709,711	$21,287,685	$31,714,699
Net Position at End of Year	$8,073,503	$22,870,230	$33,150,691

Enterprise Funds
Statement of Cash Flows
Year Ended June 30, 2016

	Solid Waste	Sewer	Water
Operating Activities			
Receipts from Customers and Users	$1,263,499	$8,895,049	$7,010,535
Employer Contributions	$0	$0	$0
Payment of Utility Assessments	$0	($5,408,445)	($1,012,962)
Payments to Vendors and Contractors	($1,088,829)	($341,280)	($974,062)
Payment of Employee Salaries, Benefits, and Related Activities	($713,319)	($949,415)	($1,042,247)
Net Cash Operating Activities	($538,649)	$2,195,909	$3,981,264
Noncapital Financing Activities			
Operating Grants Received	$0	$28,485	$0
Transfers from Other Funds	$1,420,000	$569,430	$0
Transfers to Other Funds	($317,608)	($363,721)	($660,484)
Net Cash Noncapital Financing Activities	$1,102,392	$234,194	($660,484)
Capital Financing Activities			
Acquisition and Construction of Capital Assets	($246,470)	($512,377)	($1,717,901)
Proceeds from Notes	$0	$0	$425,000
Principal Payments on Loans	($100,000)	($853,139)	($865,536)
Capital Contribution	$0	$305,152	$0
Interest Expense	($5,012)	($202,460)	($262,171)
Net Cash Capital Financing Activities	($351,482)	($1,262,824)	($2,420,608)
Investment Activities			
Investment Income	$3,427	$5,478	$7,197
Net Cash Investment Activities	$3,427	$5,478	$7,197
Net Change in Cash	$215,688	$1,172,757	$907,369
Cash and Investments Beginning of Year	$1,963,530	$4,273,276	$5,840,171
Cash and Investments End of Year	$2,179,218	$5,446,033	$6,747,540

Trust Funds
Year Ended June 30, 2016

Fund	July 1, 2015	Receipts	Disbursements & Adjustments	June 30, 2016
Anita M. Reinke Memorial Scholarship	11,638.58	464.40	450.00	11,652.98
Arthur and Cecilia Bailey Scholarship	53,736.50	2,104.31	2,000.00	53,840.81
Centennial Football Scholarship	455.17	18.17		473.34
Charles and Bernice Siegel Memorial Fund	232,380.59	9,273.83	9,000.00	232,654.42
Chloe Mala	14,267.25	1,851.24	1,000.00	15,118.49
Class of 1979 Scholarship	14.29	0.58		14.87
Class of 1980 Scholarship	6,287.71	250.90		6,538.61
C. J. Cullen III Memorial Scholarship	45,766.61	1,826.17	2,500.00	45,092.78
Dana F. Burke Scholarship	4,870.18	194.33	500.00	4,564.51
De Fazio Family Memorial Scholarship	16,623.90	663.32	675.00	16,612.22
Derwood Newman Memorial	27,674.28	1,104.28		28,778.56
Dr. Lee Allan Memorial	3,190.70	127.31		3,318.01
Dwight School (Pollard School)	42,258.50	1,686.19		43,944.69
Edward J. Stewart 13 Club Scholarship	91.78	3.66		95.44
Edith Wildman Fund	561,188.30	29,447.31	20,000.00	570,635.61
Edward Keady Memorial Scholarship	0.00	0.00		0.00
Elizabeth Handley	44,690.95	1,783.27	1,800.00	44,674.22
Frederick Barstow Scholarship	289,889.39	11,567.16	16,000.00	285,456.55
Frederick Harris Scholarship	35,666.54	1,423.17	2,000.00	35,089.71
George Morse Memorial Scholarship	233,293.19	9,308.85	4,600.00	238,002.04
George F. Skinner	3,882.55	154.92	1,200.00	2,837.47
High School Sports Endowment	33,059.25	5,308.98	1,500.00	36,868.23
Igor Guralnik & Keith Flueckiger	387.63	115.45	999.28	-496.20
Joan W. Swartz Memorial Scholarship	68.16	3.63		71.79
John Akers	302,237.17	12,059.86	5,000.00	309,297.03
John C. Wood (High School Library)	15,353.80	612.64	304.00	15,662.44
Joseph Paulini Scholarship	3,250.47	306.27	130.00	3,426.74
Kyle Shapiro Scholarship	22.27	0.89		23.16
Leo F. Richards Jr. Scholarship	1,474.05	58.80	500.00	1,032.85
Linda Barnes Scholarship	1,530.05	61.04	1,000.00	591.09
Lizzie and Reuben Grossman Scholarship	1,564.66	1,526.03	3,000.00	90.69
Mark R., Beane Memorial Scholarship	39,453.94	1,574.29	1,600.00	39,428.23
Martin Luther King Scholarship	5,033.86	486.87	200.00	5,320.73
Minot Mac Donald (Carter School Library)	10,215.51	408.07		10,623.58
Miriam Kronish Scholarship	6,229.77	280.05	275.00	6,234.82
Miriam Kronish Excellence in Educ	37,443.52	1,464.14	1,463.05	37,444.61
Nate Tavalone Scholarship	8,035.14	620.61	300.00	8,355.75
New Century Club Scholarship	14,852.31	592.65	600.00	14,844.96
Nina Pansuk Scholarship	154,953.28	6,110.13	3,000.00	158,063.41
Peter Eloranta Chemistry Award Scholarship	13,715.47	547.28	50.00	14,212.75
Peter Eloranta Scholarship	107,131.52	4,274.75	3,675.00	107,731.27
Rebecca H. Perry Memorial Scholarship	280,794.50	11,204.28	6,000.00	285,998.78
Richard Jensen, Sr. Memorial Scholarship	3,144.14	125.46		3,269.60

Trust Funds
Year Ended June 30, 2016

Fund	July 1, 2015	Receipts	Disbursements & Adjustments	June 30, 2016
Robert and Elizabeth Gardner Scholarship	90,184.03	31,220.05	20,000.00	101,404.08
Robert Buirke	23,147.14	100,923.62	2,000.00	122,070.76
Ruth Ann B. Simmons MD Memorial Scholarship	20,190.82	905.64	2,500.00	18,596.46
Scott Marino Memorial Scholarship	8,956.70	1,073.61	1,000.00	9,030.31
Stacy Neilson Memorial Fund (Soccer Team)	168.93	0.00		168.93
Students Need Arts Trust Fund	68.90	0.00		68.90
Timothy P. Flanagan Memorial Scholarship	11,525.28	1,435.65	4,000.00	8,960.93
Richard Tod Greenleaf III Memorial	5,295.64	211.30	1,000.00	4,506.94
walter burke	18.00	0.00		18.00
William G. Moseley Scholarship	25,143.42	1,003.28	800.00	25,346.70
Willaim L. Sweet Scholarship	911,672.32	36,377.54	37,000.00	911,049.86
William T. Burke Memorial Scholarship	224.00	8.93		232.93
Subtotal School	3,764,412.61	294,155.16	159,621.33	3,898,946.44
Arthur W. & Barbara S. Hatch Fund	316,175.35	12,639.30	1,973.08	326,841.57
Bosworth Library Trust Fund	8,630.45	344.38		8,974.83
Charles Fredic Clifford Henderson Library 10% Trust	141,142.73	5,626.22	233.05	146,535.90
Cora Proctor Thurston Fund	14,665.15	585.16		15,250.31
Harold Street Trust	25,501.04	1,017.54		26,518.58
Helen DE M. Dunn Library Trust Fund	914.62	36.49		951.11
Karl L. Nutter Library Trust Fund	2,483.10	99.08		2,582.18
Laura G. Willgoose Library Trust Fund	161,203.47	6,364.16	7,011.28	160,556.35
Library Permanent Donation Fund	74,469.52	39,653.64	29,742.07	84,381.09
Lois Carley Children's Library Trust	13,426.53	535.76		13,962.29
Martha Barr Library Trust Fund	3,554.67	137.58		3,692.25
Myra S. Greenwood Library Trust Fund	79,842.57	3,185.87		83,028.44
Roger S. Corliss Fund	8,273.57	318.84	464.95	8,127.46
William Carter Fund	39,721.12	1,584.93	500.00	40,806.05
William H. Wye Library Fund	1,810.84	72.25		1,883.09
Kathleen F and Dr Thomas H Weller Trust Fund	0.00	7,109.89		7,109.89
Subtotal Library	891,814.73	79,311.09	39,924.43	931,201.39
350th Needham Birthday Celebration	5,923.78	236.36		6,160.14
400th Needham Birthday Celebration	3,982.60	157.74		4,140.34
Community Revitalization Maintenance 10% Trust	907.15	7,788.76	3,140.00	5,555.91
Community Revitalization Trust	613.50	17,643.63	17,629.18	627.95
Council on Aging Permanent Donation	160,672.38	6,411.17		167,083.55
Domestic Violence Trust	263,214.91	10,516.16	6,900.00	266,831.07
Esther Lyford Trust	11,278.66	450.04		11,728.70
Green Field Improvement Association Fund	6,196.21	247.23		6,443.44
John B. Tolman Trust (Library/Temperance Organization)	135,319.17	5,745.20	5,114.71	135,949.66
Mary Virginia E. Hill (Animal Welfare) Fund	14,852.04	592.65		15,444.69
Needham Cemetery Grand Army Lot Perpetual Care Fund	13,910.57	555.04		14,465.61

Trust Funds
Year Ended June 30, 2016

Fund	July 1, 2015	Receipts	Disbursements & Adjustments	June 30, 2016
Park & Recreation (Park Beautification) Fund	14,976.40	650.06		15,626.46
Rebecca Perry Park Trust Fund	30,512.53	1,217.48		31,730.01
Robert & Marcia Carleton Memorial Trust Fund	105,822.92	4,222.54		110,045.46
Robert & Marcia Carleton Pavilion Fund	32,536.07	1,296.49	195.00	33,637.56
Skate Park Trust Fund	1,823.10	105.63		1,928.73
Subtotal Other Funds	802,541.99	57,836.18	32,978.89	827,399.28
income not yet distributed	3,949.75	105.00	3,949.75	105.00
TOTAL	5,462,719.08	431,407.43	236,474.40	5,657,652.11

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

Description	Annual Town Meeting	Special Town Meetings	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Townwide	$37,049,591	$771,000	-$789,303	$37,031,288	-$35,280,882.18	-$52,710.47	-$35,333,592.65	$1,697,695.35
Board of Selectmen/Town Manager	$890,303		$6,532	$896,835	-$829,304.55	-$168.82	-$829,473.37	$67,361.63
Town Clerk/Board of Registrars	$357,934		$8,900	$366,834	-$352,008.72	-$2,825.00	-$354,833.72	$12,000.28
Town Counsel	$329,422			$329,422	-$238,889.09	-$33,343.91	-$272,233.00	$57,189.00
Personnel Board	$15,000			$15,000				$15,000.00
Finance Department	$2,553,301		$7,746	$2,561,047	-$2,387,859.68	-$63,452.94	-$2,451,312.62	$109,734.38
Finance Committee	$35,225			$35,225	-$34,585.85		-$34,585.85	$639.15
Planning and Community Development	$489,274		$2,680	$491,954	-$478,208.48	-$2,371.20	-$480,579.68	$11,374.32
Police Department	$6,139,571		$104,905	$6,244,476	-$5,550,710.85	-$180,681.15	-$5,731,392.00	$513,084.00
Fire Department	$7,211,819		$3,894	$7,215,713	-$6,739,434.85	-$41,836.16	-$6,781,271.01	$434,441.99
Building Inspector	$606,494		$3,576	$610,070	-$556,535.72		-$556,535.72	$53,534.28
Minuteman Assessment	$654,134			$654,134	-$650,012.00		-$650,012.00	$4,122.00
Needham Public Schools	$61,480,687			$61,480,687	-$59,645,640.47	-$1,315,745.42	-$60,961,385.89	$519,301.11
Public Facilities	$8,604,923		$76,157	$8,681,080	-$7,557,806.56	-$596,814.56	-$8,154,621.12	$526,458.88
Public Works	$5,431,792		$392,598	$5,824,390	-$5,526,632.76	-$138,782.90	-$5,665,415.66	$158,974.34
Municipal Parking Program	$97,730			$97,730	-$75,705.15	-$13,416.89	-$89,122.04	$8,607.96
Municipal Lighting Program	$254,951		$151,200	$406,151	-$267,930.26	-$105,944.90	-$373,875.16	$32,275.84
Health and Human Services	$1,431,702		$4,393	$1,436,095	-$1,315,120.65	-$17,149.90	-$1,332,270.55	$103,824.45
Commission on Disabilities	$2,050			$2,050	-$1,873.78		-$1,873.78	$176.22
Historical Commission	$1,050			$1,050				$1,050.00
Needham Public Library	$1,554,181		$24,421	$1,578,602	-$1,534,424.54	-$1,350.66	-$1,535,775.20	$42,826.80
Park and Recreation	$607,953		$2,301	$610,254	-$554,480.24	-$18,599.57	-$573,079.81	$37,174.19
Memorial Park	$750			$750	-$749.80		-$749.80	$0.20
Townwide and Departments	$98,750,246		$789,303	$99,539,549	-$94,297,914.00	-$2,532,483.98	-$96,830,397.98	$2,709,151.02
Townwide & Departments	$135,799,837	$771,000		$136,570,837	-$129,578,796.18	-$2,585,194.45	-$132,163,990.63	$4,406,846.37

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meetings	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
	Townwide Expense Budgets								
1	Noncontributory Retirement Paym	$35,500			$35,500	-$23,802.05		-$23,802.05	$11,697.95
2	Contributory Retirement System	$6,149,812			$6,149,812	-$6,039,115.00		-$6,039,115.00	$110,697.00
3	Group Health Insurance, Employe	$11,474,207	$196,000		$11,670,207	-$11,244,447.75	-$16,788.00	-$11,261,235.75	$408,971.25
4	Retiree Insurance & Insurance Lial	$5,336,302			$5,336,302	-$5,336,302.00		-$5,336,302.00	
5	Unemployment Compensation	$100,000			$100,000	-$40,862.30		-$40,862.30	$59,137.70
6	Debt Service	$11,224,301	$250,000		$11,474,301	-$11,468,246.59		-$11,468,246.59	$6,054.41
7	Workers Compensation	$609,702			$609,702	-$609,108.25	-$593.75	-$609,702.00	
8	Casualty Liability & Self Insuranc	$560,000			$560,000	-$518,998.24	-$35,328.72	-$554,326.96	$5,673.04
9	Classification Performance & Settl	$175,000	$185,000	-$267,041	$92,959				$92,959.00
10	Reserve Fund	$1,384,767	$140,000	-$522,262	$1,002,505				$1,002,505.00
	Total	$37,049,591	$771,000	-$789,303	$37,031,288	-$35,280,882.18	-$52,710.47	-$35,333,592.65	$1,697,695.35
	Board of Selectmen/Town Manager								
11A	Salary & Wages	$778,991		$6,532	$785,523	-$718,471.39		-$718,471.39	$67,051.61
11B	Expenses	$111,312			$111,312	-$110,833.16	-$168.82	-$111,001.98	$310.02
	Total	$890,303		$6,532	$896,835	-$829,304.55	-$168.82	-$829,473.37	$67,361.63
	Town Clerk/Board of Registrars								
12A	Salary & Wages	$312,414		$8,900	$321,314	-$314,231.49		-$314,231.49	$7,082.51
12B	Expenses	$45,520			$45,520	-$37,777.23	-$2,825.00	-$40,602.23	$4,917.77
	Total	$357,934		$8,900	$366,834	-$352,008.72	-$2,825.00	-$354,833.72	$12,000.28
	Town Counsel								
13A	Salary & Wages	$75,422			$75,422	-$75,140.00		-$75,140.00	$282.00
13B	Expenses	$254,000			$254,000	-$163,749.09	-$33,343.91	-$197,093.00	$56,907.00
	Total	$329,422			$329,422	-$238,889.09	-$33,343.91	-$272,233.00	$57,189.00
	Personnel Board								
14A	Salary & Wages	$15,000			$15,000				$15,000.00
14B	Expenses								
	Total	$15,000			$15,000				$15,000.00
	Finance Department								
15A	Salary & Wages	$1,701,565		$7,746	$1,709,311	-$1,609,854.30		-$1,609,854.30	$99,456.70
15B	Expenses	$813,261			$813,261	-$739,530.38	-$63,452.94	-$802,983.32	$10,277.68
15C	Capital	$38,475			$38,475	-$38,475.00		-$38,475.00	
	Total	$2,553,301		$7,746	$2,561,047	-$2,387,859.68	-$63,452.94	-$2,451,312.62	$109,734.38

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meetings	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Finance Committee									
16A	Salary & Wages	$34,000			$34,000	-$33,999.27		-$33,999.27	$0.73
16B	Expenses	$1,225			$1,225	-$586.58		-$586.58	$638.42
	Total	$35,225			$35,225	-$34,585.85		-$34,585.85	$639.15
Planning and Community Development									
17A	Salary & Wages	$460,956		$2,680	$463,636	-$454,293.90		-$454,293.90	$9,342.10
17B	Expenses	$28,318			$28,318	-$23,914.58	-$2,371.20	-$26,285.78	$2,032.22
	Total	$489,274		$2,680	$491,954	-$478,208.48	-$2,371.20	-$480,579.68	$11,374.32
Police Department									
18A	Salary & Wages	$5,660,317		$104,905	$5,765,222	-$5,312,225.38		-$5,312,225.38	$452,996.62
18B	Expenses	$312,290			$312,290	-$238,485.47	-$16,307.95	-$254,793.42	$57,496.58
18C	Capital	$166,964			$166,964		-$164,373.20	-$164,373.20	$2,590.80
	Total	$6,139,571		$104,905	$6,244,476	-$5,550,710.85	-$180,681.15	-$5,731,392.00	$513,084.00
Fire Department									
19A	Salary & Wages	$6,890,572		$3,894	$6,894,466	-$6,468,576.06		-$6,468,576.06	$425,889.94
19B	Expenses	$300,936			$300,936	-$265,663.79	-$26,720.16	-$292,383.95	$8,552.05
19C	Capital	$20,311			$20,311	-$5,195.00	-$15,116.00	-$20,311.00	
	Total	$7,211,819		$3,894	$7,215,713	-$6,739,434.85	-$41,836.16	-$6,781,271.01	$434,441.99
Building Department									
20A	Salary & Wages	$575,454		$3,576	$579,030	-$535,003.85		-$535,003.85	$44,026.15
20B	Expenses	$31,040			$31,040	-$21,531.87		-$21,531.87	$9,508.13
	Total	$606,494		$3,576	$610,070	-$556,535.72		-$556,535.72	$53,534.28
Minuteman Assessment									
21	Assessment	$654,134			$654,134	-$650,012.00		-$650,012.00	$4,122.00
	Total	$654,134			$654,134	-$650,012.00		-$650,012.00	$4,122.00
Needham Public Schools									
22	Needham Public School Budget	$61,480,687			$61,480,687	-$59,645,640.47	-$1,315,745.42	-$60,961,385.89	$519,301.11
	Total	$61,480,687			$61,480,687	-$59,645,640.47	-$1,315,745.42	-$60,961,385.89	$519,301.11
Public Facilities									
23A	Salary & Wages	$3,576,277		$76,157	$3,652,434	-$3,379,530.45		-$3,379,530.45	$272,903.55
23B	Expenses	$5,028,646			$5,028,646	-$4,178,276.11	-$596,814.56	-$4,775,090.67	$253,555.33
	Total	$8,604,923		$76,157	$8,681,080	-$7,557,806.56	-$596,814.56	-$8,154,621.12	$526,458.88

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meetings	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Public Works									
24A	Salary & Wages	$3,461,561		$21,536	$3,483,097	-$3,354,922.16		-$3,354,922.16	$128,174.84
24B	Expenses	$1,548,231			$1,548,231	-$1,378,801.40	-$138,782.90	-$1,517,584.30	$30,646.70
24C	Capital	$18,000			$18,000	-$17,848.00		-$17,848.00	$152.00
24D	Snow and Ice	$404,000		$371,062	$775,062	-$775,061.20		-$775,061.20	$0.80
	Total	$5,431,792		$392,598	$5,824,390	-$5,526,632.76	-$138,782.90	-$5,665,415.66	$158,974.34
Municipal Parking Program									
25	Municipal Parking Program	$97,730			$97,730	-$75,705.15	-$13,416.89	-$89,122.04	$8,607.96
	Total	$97,730			$97,730	-$75,705.15	-$13,416.89	-$89,122.04	$8,607.96
Municipal Lighting Program									
26	Municipal Lighting Program	$254,951		$151,200	$406,151	-$267,930.26	-$105,944.90	-$373,875.16	$32,275.84
	Total	$254,951		$151,200	$406,151	-$267,930.26	-$105,944.90	-$373,875.16	$32,275.84
Health and Human Services									
27A	Salary & Wages	$1,186,457	-$38,097	$4,393	$1,152,753	-$1,063,758.31		-$1,063,758.31	$88,994.69
27B	Expenses	$245,245	$38,097		$283,342	-$251,362.34	-$17,149.90	-$268,512.24	$14,829.76
	Total	$1,431,702		$4,393	$1,436,095	-$1,315,120.65	-$17,149.90	-$1,332,270.55	$103,824.45
Commission on Disabilities									
28A	Salary & Wages	$1,500			$1,500	-$1,500.00		-$1,500.00	
28B	Expenses	$550			$550	-$373.78		-$373.78	$176.22
	Total	$2,050			$2,050	-$1,873.78		-$1,873.78	$176.22
Historical Commission									
29A	Salary & Wages								
29B	Expenses	$1,050			$1,050				$1,050.00
	Total	$1,050			$1,050				$1,050.00
Needham Public Library									
30A	Salary & Wages	$1,226,113		$24,421	$1,250,534	-$1,207,914.71		-$1,207,914.71	$42,619.29
30B	Expenses	$328,068			$328,068	-$326,509.83	-$1,350.66	-$327,860.49	$207.51
	Total	$1,554,181		$24,421	$1,578,602	-$1,534,424.54	-$1,350.66	-$1,535,775.20	$42,826.80
Park and Recreation									
31A	Salary & Wages	$493,953		$2,301	$496,254	-$474,943.65		-$474,943.65	$21,310.35
31B	Expenses	$114,000			$114,000	-$79,536.59	-$18,599.57	-$98,136.16	$15,863.84
	Total	$607,953		$2,301	$610,254	-$554,480.24	-$18,599.57	-$573,079.81	$37,174.19

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meetings	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Memorial Park									
32A	Salary & Wages								
32B	Expenses	$750			$750	-$749.80		-$749.80	$0.20
	Total	$750			$750	-$749.80		-$749.80	$0.20
	Department Budget Total	$98,750,246		$789,303	$99,539,549	-$94,297,914.00	-$2,532,483.98	-$96,830,397.98	$2,709,151.02
	Total Operating Budget	$135,799,837	$771,000		$136,570,837	-$129,578,796.18	-$2,585,194.45	-$132,163,990.63	$4,406,846.37

Solid Waste Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
101A	Salary & Wages	$739,993			$739,993	-$715,922.96		-$715,922.96	$24,070.04
101B	Expenses	$1,153,651			$1,153,651	-$1,007,152.51	-$138,849.88	-$1,146,002.39	$7,648.61
101C	Capital	$86,000			$86,000	-$75,864.00	-$7,352.00	-$83,216.00	$2,784.00
101D	Debt Service	$150,000			$150,000	-$147,012.25		-$147,012.25	$2,987.75
102	Reserve Fund	$25,000			$25,000				$25,000.00
	Total Operating Budget	$2,154,644			$2,154,644	-$1,945,951.72	-$146,201.88	-$2,092,153.60	$62,490.40

Sewer Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
201A	Salary & Wages	$987,170			$987,170	-$919,582.24		-$919,582.24	$67,587.76
201B	Expenses	$402,011			$402,011	-$288,411.00	-$54,174.27	-$342,585.27	$59,425.73
201C	Capital	$50,000			$50,000	-$18,009.90	-$28,547.00	-$46,556.90	$3,443.10
201D	MWRA Assessment	$5,462,757			$5,462,757	-$5,408,445.00		-$5,408,445.00	$54,312.00
201E	Debt Service	$1,500,000			$1,500,000	-$1,054,039.22		-$1,054,039.22	$445,960.78
202	Reserve Fund	$35,000			$35,000				$35,000.00
	Total Operating Budget	$8,436,938			$8,436,938	-$7,688,487.36	-$82,721.27	-$7,771,208.63	$665,729.37

Water Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
301A	Salary & Wages	$1,105,680			$1,105,680	-$1,059,094.97		-$1,059,094.97	$46,585.03
301B	Expenses	$1,034,526			$1,034,526	-$918,813.61	-$104,073.13	-$1,022,886.74	$11,639.26
301C	Capital	$30,500			$30,500		-$30,500.00	-$30,500.00	
301D	MWRA Assessment	$1,012,962			$1,012,962	-$1,012,962.00		-$1,012,962.00	
301E	Debt Service	$1,550,000			$1,550,000	-$1,543,595.95		-$1,543,595.95	$6,404.05
302	Reserve Fund	$75,000			$75,000				$75,000.00
	Total Operating Budget	$4,808,668			$4,808,668	-$4,534,466.53	-$134,573.13	-$4,669,039.66	$139,628.34

Community Preservation Act
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2016

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Administrative Budget	$82,000			$82,000	-$13,239.31		-$13,239.31	$68,760.69
Total Operating Budget	$82,000			$82,000	-$13,239.31		-$13,239.31	$68,760.69

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION

FISCAL 2016

OF

NEEDHAM

City / Town / District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe) $ 168,726,605.4

Ib. Total estimated receipts and other revenue sources (from IIIe) 49,434,742.0

Ic. Tax levy (Ia minus Ib) $ 119,291,863.4

Id. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	75.3814%	89,923,876.72	7,792,495,058	11.54	89,925,392.97
Net of Exempt					0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	17.0143%	20,296,675.52	881,651,434	23.02	20,295,616.01
Net of Exempt					0.00
Industrial	2.9262%	3,490,718.51	151,630,100	23.02	3,490,524.96
SUBTOTAL	95.3219%		8,825,776,592		113,711,533.88
Personal	4.6781%	5,580,592.66	242,412,230	23.02	5,580,329.53
TOTAL	100.0000%		9,068,188,822		119,291,863.41

MUST EQUAL 1(

Board of Assessors of NEEDHAM

City / Town / District

NOTE : The information was Approved on 12/04/2015.

Hoyt B. Davis, Director, Needham, 781-455-7500 — Assessor

12/2/2015 6:55 AM — Date

I am signing on behalf of the Needham Board o... — (Comments)

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By Andrew Nelson

Date : 04-DEC-15

Approved : Thomas Guilfoyle

Director of Accounts Jane Handy

(Mary Jane Handy)

NEEDHAM

City / Town / District

Amounts to be raised

IIa. Appropriations (col.(b) through col.(e) from page 4)		$ 164,302,914.00
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	12,500.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final court judgements	0.00	
4. Total overlay deficits of prior years	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	37,255.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. Authorized Deferral of Teachers' Pay	0.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other (specify on separate letter)	72,764.00	
TOTAL IIb (Total lines 1 through 10)		122,519.00
IIc. State and county cherry sheet charges (C.S. 1-EC)		1,291,397.00
IId. Allowance for abatements and exemptions (overlay)		3,009,775.41
IIe. Total amount to be raised (Total IIa through IId)		$ 168,726,605.41

Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 10,116,618.00	
2. Massachusetts school building authority payments	695,148.00	
TOTAL IIIa		10,811,766.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col(b), Line 24)	8,410,500.00	
2. Offset Receipts (Schedule A-1)	0.00	
3. Enterprise Funds (Schedule A-2)	16,287,169.00	
4. Community Preservation Funds (See Schedule A-4)	6,057,514.00	
TOTAL IIIb		30,755,183.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col.(c))	5,931,875.00	
2. Other available funds (page 4, col.(d))	1,935,918.00	
TOTAL IIIc		7,867,793.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2015	0.00	
b. Free cash..appropriated on or after July 1, 2015	0.00	
2. Municipal light source	0.00	
3. Teachers' pay deferral	0.00	
4. Other source :	0.00	
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		$ 49,434,742.00

Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 168,726,605.41
b. Total estimated receipts and other revenue sources (from IIIe)	$ 49,434,742.00	
c. Total real and personal property tax levy (from Ic)	$ 119,291,863.41	
d. Total receipts from all sources (total IVb plus IVc)		$ 168,726,605.41

LOCAL RECEIPTS NOT ALLOCATED *

TAX RATE RECAPITULATION

NEEDHAM

City/Town/District

		(a) Actual Receipts Fiscal 2015	(b) Estimated Receipts Fiscal 2016
==>	1 MOTOR VEHICLE EXCISE	5,242,443.65	4,085,000.00
	2 OTHER EXCISE		
==>	a.Meals	476,895.66	410,000.00
==>	b.Room	1,024,085.00	625,000.00
==>	c.Other	0.00	0.00
==>	3 PENALTIES AND INTEREST ON TAXES AND EXCISES	300,492.57	195,000.00
==>	4 PAYMENTS IN LIEU OF TAXES	51,389.03	45,000.00
	5 CHARGES FOR SERVICES - WATER	0.00	0.00
	6 CHARGES FOR SERVICES - SEWER	0.00	0.00
	7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8 CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
	9 OTHER CHARGES FOR SERVICES	678,723.80	570,000.00
	10 FEES	129,657.91	100,000.00
	11 RENTALS	212,303.28	170,000.00
	12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13 DEPARTMENTAL REVENUE - LIBRARIES	52,904.79	42,500.00
	14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15 DEPARTMENTAL REVENUE - RECREATION	267,265.75	213,000.00
	16 OTHER DEPARTMENTAL REVENUE	354,139.45	320,000.00
	17 LICENSES AND PERMITS	1,702,029.55	1,430,000.00
	18 SPECIAL ASSESSMENTS	3,181.62	0.00
==>	19 FINES AND FORFEITS	151,293.30	117,000.00
==>	20 INVESTMENT INCOME	101,273.00	67,500.00
==>	21 MEDICAID REIMBURSEMENT	211,055.67	10,000.00
==>	22 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	13,757.62	10,500.00
	23 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	632,376.69	0.00
	24 TOTALS	$ **11,605,268.34**	$ **8,410,500.00**

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2016 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Michelle T. Vaillancourt, Town Accountant, Needham, 781-455-7500 — 12/2/2015 10:59 AM

Accounting Officer — Date

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2015 estimated receipts to FY2016 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION

FISCAL 2016

NEEDHAM

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
l or g	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
2015	2015	2,052,604.00	0.00	0.00	411,643.00	1,640,961.00	0.00	0.00
2015	2016	143,483,149.00	132,744,585.00	2,646,264.00	664,550.00	7,427,750.00	1,271,100.00	-1,418,500.00
2015	2016	450,000.00	0.00	0.00	0.00	450,000.00	0.00	0.00
2015	2016	8,436,938.00	0.00	0.00	0.00	8,436,938.00	0.00	0.00
2015	2015	297,088.00	0.00	45,000.00	252,088.00	0.00	0.00	-1,191,400.00
2015	2015	6,623,823.00	0.00	3,240,611.00	512,637.00	2,870,575.00	0.00	3,635,000.00
2015	2016	2,093,312.00	0.00	0.00	0.00	2,093,312.00	0.00	0.00
2015	2016	866,000.00	771,000.00	0.00	95,000.00	0.00	0.00	9,100,000.00
als		164,302,914.00	133,515,585.00	5,931,875.00	1,935,918.00	22,919,536.00		
		Must Equal Cols. (b) thru (e)						

y certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

M — Theodora K. Eaton, Town Clerk, Needham, 781-455-7500 — 12/1/2015 9:37 AM

/District — Clerk — Date

This page is intentionally blank.

SOLAR

HARNESSING THE POWER OF THE SUN

ON NEEDHAM'S CAPPED LANDFILL.

TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

MONDAY, November 2, 2015

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

MONDAY, THE SECOND DAY OF NOVEMBER, 2015

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 2: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

ARTICLE 3: APPROVE COLLECTIVE BARGAINING AGREEMENT – BCTIA/CUSTODIANS AND TRADES

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Trades Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

GENERAL ARTICLES

ARTICLE 4: AMEND GENERAL BY-LAWS – TERM OF MODERATOR

To see if the Town will vote to amend the General By-Laws, Section 1.10 ELECTION OF OFFICERS, by deleting subsection (c) "A Moderator for a term of one year", and inserting in place thereof a new subsection (c) "A Moderator for a term of three years"; or take any other action relative thereto.

INSERTED BY: Town Clerk
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: *The term of the Town Moderator in Needham is one year. Needham's moderators have a history of running for the office annually, and State Law allows for a term of three years. The 2015 Annual Town Meeting voted to submit a home rule petition to the Legislature to amend the Town Charter to change the term of the Moderator to three years. At the time of the printing of the warrant, the petition is still pending in the Legislature. Town Meeting action to amend the By-law will be required.*

ARTICLE 5: ACCEPT ACCESS EASEMENT – ROCKWOOD LANE SUBDIVISION

To see if the Town will vote to authorize the Selectmen to accept the following easements from the Wayside Realty Trust: 1. the perpetual right to pass and re-pass on foot or by vehicle over the

area shown as Rockwood Lane (Ext.) on a plan entitled "Rockwood Lane Subdivision" last revised September 26, 2014, on file with the Needham Planning Board, and 2. an access easement to pass and re-pass on foot or by vehicle over the area shown as "13' Wide Access Easement to be Granted to Town" depicted on a plan entitled "Rockwood Lane Subdivision" last revised September 26, 2014, on file with the Needham Planning Board; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: As a condition of approval of the Rockwood Lane Subdivision, the Planning Board required that the Developer grant the Town two access easements. The first will allow vehicles and pedestrians to pass and re-pass over the way known as Rockwood Lane Extension. The second easement provides access across private property to adjacent Town-owned land. Town Meeting approval of such easements is required in order for them to be effective.

ZONING ARTICLES

ARTICLE 6: AMEND ZONING BY-LAW – MIXED USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

(a) In Section 2.1, Classes of Districts, by adding a new Overlay District designation category as follows:

"MUOD - Mixed-Use Overlay District"

(b) In Section 3, Use Regulations, by inserting a new Subsection 3.14, Mixed-Use Overlay District, to read as follows:

"3.14 Mixed-Use Overlay District

3.14.1 Purpose of District

The purposes of the Mixed-Use Overlay District (hereinafter referred to as the "MUOD") include but are not limited to:

(a) Promoting a range and balance of land uses;
(b) Facilitating integrated physical design and encouraging interaction among activities;
(c) Permitting mixed use (commercial and residential) on individual development sites that are currently zoned within Mixed Use-128 and the northern Highland Commercial-128, i.e. the northern portion of Highland Commercial-128 abutting the Mixed Use-128 zoning district (hereinafter "the abutting Highland Commercial-128");
(d) Permitting mixed use (commercial and residential) within the area currently zoned Mixed

Use-128 and the abutting Highland Commercial-128;

(e) Establishing controls which will facilitate responsible development while protecting the public interest by limiting the aggregate amount of development;
(f) Permitting flexible development on individual lots;
(g) Promoting site features and layouts conducive to a variety of uses;
(h) Promoting a pedestrian-friendly living and working environment; and
(i) Providing housing in Needham.

3.14.2 Scope of Authority

The MUOD is an overlay district superimposed on the Mixed Use-128 and the abutting Highland Commercial-128 District. All uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section. Where the MUOD authorizes uses not otherwise allowed in the underlying district, specifically multifamily residential, the provisions of the MUOD shall control. The Planning Board shall be the Special Permit Granting Authority ("SPGA") for every MSP (as defined below) and any other Special Permit required for development whether permitted by Special Permit in the underlying zoning district or in the MUOD. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable in the MUOD, except as set forth herein.

3.14.3 Definitions

Concept Plan: An optional submittal for a Master Special Permit which provides a preliminary site plan for MUOD projects detailing the proposed character, uses, site layout, impacts and amenities. The requirements of the Concept Plan are set forth in the following sections.

Mixed-Use Project: A combination of retail, office, municipal, service establishments and/or residential uses, as may be approved by the Planning Board for the MUOD by issuance of the Master Special Permit.

Master Special Permit ("MSP"): The Special Permit that an applicant must obtain as a precondition to or in conjunction with obtaining any Site Plan Review approvals as provided in the Section 7.4 Site Plan Review.

Site Plan Review: The Site Plan Review that an applicant must obtain as part of approval for any MUOD Project.

MUOD: The Mixed-Use Overlay District ("MUOD") comprising the land presently part of the Mixed Use-128 District and the abutting Highland Commercial-128 District.

3.14.4 Approval Process

3.14.4.1 Overview

Prior to applying for a building permit for a MUOD Project, the following review sequence is recommended.

(a) Concept Plan at the discretion of applicant.
(b) Master Special Permit application and MUOD Plan Review application.

The Planning Board shall promulgate and adopt rules and regulations governing applications in the MUOD. Such rules and regulations shall take effect upon their filing with the Town Clerk, and applications must be submitted on a form provided by the Planning Board and must be in accordance with those rules and regulations, as they may be amended from time to time.

After approval of the Site Plan, no structure previously approved by Site Plan Review may be re-used or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable.

3.14.4.2 Concept Plan

Prior to the application for approval of any MUOD project, a Concept Plan may be filed with the Planning Board for review at a scheduled public meeting or meetings. The Concept Plan shall generally define the proposed mixed use project's character, uses, site layout, impacts and amenities. The Planning Board shall provide written commentary regarding whether the Concept Plan is in compliance with the provisions of this MUOD. A Concept Plan submission at a minimum shall include:

(a) A preliminary survey plan signed by a registered surveyor;
(b) A preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, general site grading with finish floor elevations, parking locations and total spaces allocated, landscaping concepts, roads, walkways, egress and access roads, open space and wetlands;
(c) A preliminary utilities plan showing the proposed location of all germane utilities such as water supply, sewer service, storm water, gas, electric and other germane and/or similar utilities;
(d) A preliminary subdivision plan, if applicable;
(e) Proposed buildings as to location, use classification, general architectural design, and size; and
(f) A zoning chart detailing uses and dimensional requirements (existing, required and proposed) including the need for special permits and/or waivers.

After review of the Concept Plan, the Planning Board shall provide written comments to the Applicant regarding the consistency of the Concept Plan with the objectives and criteria of the MUOD. The Planning Board may, in its written comments, provide suggestions regarding any and all aspects of the Concept Plan. The Planning Board shall advise the Applicant of the Planning Board's comments within sixty (60) days following submittal of the Concept Plan, unless such time is extended by written agreement of the Planning Board and the Applicant. The

comments of the Planning Board on the submitted Concept Plan shall be advisory in nature and shall be without binding effect on either the Planning Board or the Applicant. Said comments shall not be subject to appeal.

3.14.4.3 Master Special Permit (MSP)

Every MUOD project must obtain a MSP issued by the SPGA. The purpose of the MSP is to specify the design, architectural character, site layout and improvements, traffic improvements, traffic impacts and their mitigation, adequate egress and access from and to the site, environmental impacts and their mitigation, specific locations and uses for buildings, public amenities, future division of the property, and other information required for the public and boards of the Town.

No MSP shall be granted unless the proposed project is in compliance with the performance standards set forth in Section 3.14.9.

A MSP shall govern all future development in a particular MUOD project. All construction and associated improvements must be in compliance with the MSP.

The Applicant must supply the Planning Board with sufficient copies of the Application for a MSP, along with all supporting documents and plans, as are necessary to provide to other local boards, agencies, and officials for review and comment.

Any proposed structure or improvement to the site must be in compliance with the MSP. Anyone seeking in the future to construct any structure, make any site improvement or change to a different use must apply to the Planning Board for approval of such changes in such manner as the Planning Board determines applicable. Such change or modification must meet all the performance standards then in effect.

3.14.4.4 Special Permit and Site Plan Review within the MUOD.

Within the MUOD, the uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section.

In addition to the uses allowed by right or by special permit in the underlying zoning districts, the following residential uses are allowed by the MUOD MSP: multifamily dwellings (defined herein as four or more dwelling units) and multifamily dwellings above commercial uses in the Overlay. Single, two-family, or three family dwellings are not allowed.

MSP and other special permits must be obtained prior to or in conjunction with Site Plan Review Application or, in the event of future changes, in subsequent applications seeking modifications to the MUOD MSP and Site Plan.

The purpose of the Site Plan Review shall be to ensure that any proposed building and site improvements are in compliance with the MSP, the uses approved therein, efficient site flow and

improvements, requisite traffic improvements and mitigation of project impacts, adequate egress and access from and to the project, mitigation of environmental impacts, and designation of specific locations and uses for buildings, structures and public amenities. Site Plan Review shall include the following components for review and approval: building design and elevations, directional signage, landscaping, lighting, parking, and compliance with the MSP. The application shall also be reviewed for compliance with performance standards set forth in Section 3.14.9 and with the specific conditions of the proposed MUOD MSP.

The Planning Board shall hold its hearing on a MSP, other special permits, and Site Plan Review application only after receipt of complete applications.

After approval of the Site Plan Review application, special permits (if applicable), and MUOD MSP, no structure previously approved may be re-used or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable to the particular change.

3.14.5 Special Permit Decision Criteria

Any special permits required for uses and/or dimensional requirements in the underlying zoning districts shall be subject to the criteria set forth in other sections of the Zoning By-Law in regards to the granting of special permits.

When the application is for a MSP, the Planning Board shall consider, in addition to the criteria set forth in other sections of the Zoning By-Law with regard to the granting of special permits, whether the MUOD project complies with the use regulations, dimensional requirements and performance standards set forth herein. The MSP shall be granted in the MUOD by the Planning Board only upon the Board's written determination that the adverse effects, if any, of the proposed MUOD project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site.

3.14.6 Special Permit Conditions

Where the Planning Board grants any special permit and/or MSP, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including but not limited to the following:

(a) A phasing schedule for construction of each component part of the project which ensures integration of residential, nonresidential and municipal uses;
(b) A demolition and construction schedule, including a construction traffic management plan;
(c) Hours of operation, site maintenance, delivery and waste removal times and lighting schedule;
(d) Recording of approved special permits, MSP, and Site Plan Review decision in the Norfolk Registry of Deeds, and if registered land, in the Land Court prior to the issuance of any building permits;

(e) All development shall be in compliance with plans approved in the MSP, other special permits and Site Plan Review decision and with all applicable federal, state, and local laws, rules and regulations and By-Laws;
(f) If circumstances so warrant, with respect to a MSP, continued monitoring of off-site impacts to traffic and the environment in appropriate locations with regard to MUOD development; and
(g) The Planning Board or its designated representative shall have the right to make inspections during the construction process.

3.14.7 Time Limit

Until such time as the MSP and Site Plan Review decision are issued for a MUOD project, and the appeal period following the Planning Board's decisions has expired with no appeal having been filed, or any filed appeal has been finally determined by a court of competent jurisdiction, the provisions of the underlying zoning shall solely govern the use and development of the property comprising the MUOD. At the time of the issuance of the first certificate of use and occupancy for a building with the MUOD, the zoning of the MUOD shall apply. If an Applicant has not made effective use of an issued MSP within two years of its issuance, then the MSP shall expire; provided, however, that the Planning Board may, upon application filed prior to such expiration, extend the MSP for one additional time period of up to three years.

3.14.8 Dimensional Requirements

The dimensional requirements of any MUOD Project shall be governed by the dimensional requirements of the underlying zoning district(s) except as follows:

(a) Height Limit: 70 feet and up to 84 feet by special permit, except within 350 feet of a river, in which event the building shall be limited in height to 54 feet.
(b) Maximum Lot Coverage: 65%.
(c) Minimum set back requirements from all lot boundaries shall be consistent with the setback requirements of the underlying district.
(d) Maximum FAR: 3.0 (not to include parking garages or below grade parking).
(e) As to residential units, parking shall be provided at 1.5 parking spaces per unit, except affordable units may be allowed to provide only 1 parking space per unit. Commercial development shall meet off-street parking requirements of the underlying district.
(f) The Minimum Lot size for development for a MUOD project shall be two (2) acres.
(g) Consistent with Section 4.9.3 of the Needham Zoning By-Law, the Planning Board by special permit may waive any applicable dimensional regulation, including the regulations noted above, by 25%. However, this ability to grant waivers shall not include the limits on height. The ability to grant waivers from the parking requirements for residential units shall be governed by the special permit provisions of Section 5.1.1.5 of the Needham Zoning By-Law.

3.14.9 Performance Standards

The development of a MUOD Project in the MUOD shall comply with the following performance standards in lieu of those set forth elsewhere in the Zoning By-Law:

3.14.9.1 Residential Development

(a) Residential Development Cap: In the MUOD district no more than 250 dwelling units shall be permitted.
(b) At least 40% of all dwelling units within any MUOD project shall be one-bedroom units but not more than 70%.
(c) At least 10% of all dwelling units shall be Affordable Units as defined below.

3.14.9.2 Landscaping

The Applicant shall prepare a landscaping plan showing that the MUOD project will meet the landscaping requirements of the Needham Zoning By-Law and the following standards: promote the establishment, protection, and enhancement of the natural landscape; ensure appropriate use of plant material in new construction; preserve natural tree cover; and promote the inclusion of new tree planting in order to reduce visual blights, noise and glare, prevent soil erosion, reduce stormwater runoff, increase ground water discharge, create shade and reduce solar overheating.

3.14.9.3 Massing

Any buildings proposed for a MUOD project shall provide visual relief along the façade of each building.

Building design throughout a MUOD project shall include designs which promote visual relief by varying roof lines, height and other aesthetic features.

3.14.9.4 Screening and Buffer Requirements

A MUOD project shall provide an appropriate visual barrier between features of the Mixed-Use Project and public streets and abutting properties. Dumpsters, trash handling areas, mechanical equipment at ground level or roof top, service entrances, utility facilities for building operation, loading docks or spaces and similar components shall be subject to visual barrier as determined by the Planning Board.

3.14.9.5 Stormwater Management

The stormwater management system serving any MUOD project shall comply with all applicable federal, state and local laws, rules, regulations and By-Laws.

3.14.9.6 Roadways

In order to assure there is adequate access and egress for emergency vehicles and normal traffic expected in the Mixed-Use Project, and safe pedestrian access, the roadways serving the MUOD Project shall comply with the Zoning By-Law. An applicant must demonstrate that the adequacy

of the roadways providing access and egress to and from the MUOD Project and within the site itself ensures safe vehicular and pedestrian traffic.

3.14.9.7 Parking and Loading Standards

An application for MUOD MSP shall include a parking plan setting forth the number of parking spaces and loading areas, the location and design of same, including lighting and landscaping. If required by the Planning Board, the application shall also include a parking and loading study which support such plan. The required off street parking spaces may be accommodated by employing at-grade parking areas, parking garages or below grade parking areas. Further, podium parking, a form of below grade parking, shall be allowed if the parking structure is not more than 4 feet above finished grade and designed and/or landscaped in a manner that the Planning Board deems sufficient to properly buffer the podium parking structure from view.

3.14.9.8 Affordable Units

The following standards shall apply in the MUOD. All projects shall include Affordable Units; further at least 10% of the dwelling units shall be Affordable Units. The term "Affordable Unit" shall mean a dwelling unit reserved in perpetuity for rental or ownership by a household earning less than 80% of area median family income, and priced to conform with the standards of the Massachusetts Department of Housing and Community Development ("DHCD") for rental or ownership units set forth in 760 CMR 56, as amended from time to time, in order that such Affordable Unit shall be included in the DHCD Subsidized Housing Inventory. Affordable Units shall be subject to the following conditions:

(a) The Affordable Unit shall be affordable in perpetuity. A Deed Restriction or other suitable restriction (hereinafter the "Restriction") shall assure this condition. The Restriction shall be structured to survive any and all foreclosures.
(b) Where the Affordable Units are proposed for sale, the continuing enforcement of the Restriction through subsequent resales shall be the subject of a Monitoring Agreement.
(c) The Restriction and Monitoring Agreement shall be drafted in compliance with State requirements, as amended from time to time, and guidelines promulgated thereunder. The Restriction and Monitoring Agreement shall be subject to the review and approval of Town Counsel prior to the issuance of a certificate of occupancy for any dwelling unit.
(d) The Affordable Unit shall conform to the standards of DHCD for inclusion in the DHCD Subsidized Housing Inventory.
(e) A right of first refusal shall be granted to the Town or its designee for a period not less than 90 days after notice thereof.
(f) Affordable Units shall satisfy the design and construction standards of the Local Initiative Program, as amended from time to time, with regard to distinguishability from market rate units.
(g) Each Affordable Unit must be constructed and an occupancy permit obtained at the rate of at least one Affordable Unit for every nine market rate units.
(h) In computing the number of required Affordable Units, any fraction of a unit must be rounded up, and the result shall be the number of Affordable Units to be built within the MUOD and not off site.

3.14.10 Peer Review

The Planning Board, at the expense of the Applicant and pursuant to M.G.L. Chapter 44, Section 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, landscape architects, wetlands scientists, lighting technicians, and experts on impacts, to review all Concept Plans, special permit applications, MSP, and Site Plan Review applications.

3.14.11 Rules and Regulations

The Planning Board shall adopt rules and regulations for the implementation of this Section."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted.

Article Information: As part of its ongoing mission to evaluate Town-wide economic conditions and to make recommendations to promote and encourage new and existing businesses, the Council of Economic Advisors (CEA) has been studying the implementation of a residential overlay in the Mixed-Use-128 and adjacent Highland Commercial-128 zoning districts in Needham Crossing, which was first recommended in the Goody Clancy Zoning and Land Use Planning Study in 2001. To assure that any residential overlay proposal firstly would have in and of itself a positive fiscal impact and, secondly, have a positive economic impact on surrounding target areas, the CEA secured funding from the Massachusetts Housing Partnership and engaged the services of Connery Associates to draft the zoning article and to provide a fiscal analysis of its impact. After months of study and analysis, and meetings with businesses, owners, and residents in the area, the CEA forwarded the recommended zoning approach to the Board of Selectmen. Public hearings on the zoning proposal were held by the Planning Board in September of 2015, and this article represents the zoning approach as recommended by the Planning Board.

The proposed zoning amendment establishes the purposes to be served by the Mixed-Use Overlay District including: permitting a mix of residential and commercial uses on the same site or within the District, establishing controls which will facilitate responsible development while protecting the Town's fiscal and other interests, permitting flexible development on individual lots, and providing additional housing. The amendment sets out the procedure for seeking a Master Special Permit from the Planning Board in the Overlay District and establishes specific special permit and site plan review requirements.

Based on fiscal projections, the amendment would allow for the establishment of a Mixed-Use Overlay District in which up to 250 residential units would be permitted. The number and makeup of the units was determined to provide a long-term, sustainable, and positive impact on the Town's tax base. The number of one-bedroom units in any project would be at least forty percent, but not more than seventy percent. Ten percent of such housing would be includable on

the Inventory of Subsidized Housing in order to ensure that the Town maintains the required percentage of its housing stock as affordable under M.G.L. chapter 40B. Because the types of development most likely to provide positive overall economic impact are larger residential facilities, the zoning provides for a two-acre minimum lot size. Unlike Downtown residential development, the zoning plan does not recommend isolated smaller residential projects above commercial ones. Single family, two-family, and three-family development is not allowed. The proposed amendment also sets out the off-street parking requirement for the residential units – 1.5 parking spaces per unit (except for affordable units which require one parking space per unit). Any commercial development within the project must meet the underlying zoning districts' parking requirements.

Most of the dimensional requirements of the underlying zoning districts are incorporated into the Overlay District. The proposed amendment permits the allowable Floor Area Ratio to be increased to 3.0 (not including parking garages or structures) in order to incent the residential development. As in the underlying zoning, the proposed amendment permits the Planning Board to waive dimensional requirements (except height restrictions) up to 25% by special permit. The proposed amendment also provides guidelines for landscaping, massing of buildings or structures, screening and buffer requirements, roadways for access and egress, parking and loading and storm water management. The Planning Board is also expressly authorized to engage a peer review consultant at the applicant's expense.

ARTICLE 7: AMEND ZONING BY-LAW – MAP CHANGE TO MIXED USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Mixed Use Overlay District all that land described under Article 3, paragraph 2 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Mixed Use 128 District (MU-128), said description being as follows:

"Beginning at the point of intersection of the easterly sideline of the Circumferential State Highway Layout of 1953, and the centerline of the MBTA right-of-way thence running northeasterly by said centerline to a point with its intersection with the centerline of the Charles River, thence turning and running southeasterly by the centerline of the Charles River to its intersection with a line 100 ft. northerly and parallel to the northerly sideline of Highland Avenue, thence turning and running westerly by said parallel line to its intersection with the westerly most sideline of Highland Circle, thence turning and running by said centerline northwesterly and westerly to the point of intersection with a line 200 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running westerly by said parallel line to a point of intersection with the easterly lot line of Lot 2, as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running southerly by said lot line to a point, thence turning and running westerly by the southerly lot line of Lot 2 to the point of intersection with the

easterly sideline of Brook Road thence continuing in the same direction of said lot line to the intersection of the line of the end of Brook Road at the easterly sideline of the Circumferential Highway Layout of 1953, thence northerly by said Highway Layout to the point of beginning."

(b) Place in the Mixed Use Overlay District all that land described under Article 3, paragraph 3 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Highland Commercial -128 District (HC-128) located north of Highland Avenue, said description being as follows:

"Beginning at the point of intersection of the centerline of Highland Avenue and the easterly sideline of the Circumferential State Highway Layout of 1953, known as Route 128 (Interstate Route 95); thence running northerly along said sideline of the Circumferential State Highway to the point of intersection of said Circumferential Highway and the westerly projection of the southerly lot line at the end line of Brook Road of Lot 2 as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running easterly by said projection and said southerly lot line of Lot 2 to a point, thence turning and running northerly by the easterly lot line of Lot 2 to a point of intersection with a line 200 ft. from a parallel to the northerly sideline of Highland Avenue, thence running easterly by said line 200 ft. from and parallel to the northerly sideline of Highland Avenue to the point of intersection of the southerly most centerline of Highland Circle, thence running easterly and southeasterly by said centerline of Highland Circle to the intersection with a line 100 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running by said parallel line easterly to the centerline of the Charles River, thence running easterly by said centerline of the Charles River to the northerly centerline of Highland Avenue, thence running westerly by said centerline to the point of beginning."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted.

Article Information: This article describes the geographical boundaries of the proposed Mixed Use Overlay District. The Mixed Use Overlay District would include all land located in the Mixed Use-128 (MU-128) District. The Mixed Use-128 (MU-128) District is bounded by Route 128 to the west, the rear lot lines of properties on Highland Avenue to the south, the Charles River to the east, and the elevated rail line to the north. Also included in the Mixed Use Overlay District is the portion of the Highland Commercial-128 (HC-128) District located north of Highland Avenue. The affected portion of the Highland Commercial-128 District includes all properties fronting on the north side of Highland Avenue between Route 128 and the Needham/Newton Town line. The district boundary typically follows the rear lot lines of properties along the north side of Highland Avenue to a depth of 200 feet.

ARTICLE 8: AMEND ZONING BY-LAW – HISTORIC PRESERVATION DIMENSIONAL SPECIAL PERMIT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

"4.7.5 Historic Preservation Dimensional Special Permit

4.7.5.1 Purpose

The purpose of this by-law is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain dimensional standards that might be an impediment to such preservation and restoration efforts.

4.7.5.2 Applicability

Modification of dimension standards per a Historic Preservation Dimensional Special Permit shall be allowable in all zoning districts.

4.7.5.3 Historic Eligibility

For purposes of a Historic Preservation Dimensional Special Permit, the building or structure must be listed on one of the following:

(a) The National Register of Historic Places;

(b) The State (Commonwealth of Massachusetts) Register of Historic Places;

(c) Inventory of Historic Assets of the Commonwealth for the Town of Needham, or designated for inclusion in such inventory, including those buildings listed for which complete surveys may be pending; and

(d) Pending nominations in good standing to the National or State Register.

4.7.5.4 Special Permit

After making the findings required by Section 4.7.5.5 below, the Board of Appeals may, by special permit waive the front, side, and rear setbacks for the zoning district, by relaxing each by up to a maximum of 40%, as necessary.

4.7.5.5 Findings Required

In order to grant a special permit, the Board of Appeals shall find:

(a) That the purpose of the Permit is for the preservation and/or restoration of a historic architectural feature on an existing building and/or structure that is eligible under Section 4.7.5.3 above;

(b) That the proposed renovation, repair, or addition, to the maximum extent feasible, preserves and/or restores the historical architectural features of the building, or structure;

(c) That such modification of a dimensional requirement is required to enable the preservation and/or restoration of the historical architectural features of the building or structure and that failure to grant the special permit is likely to result in construction or continuation of an inappropriate physical modification, or the destruction or deterioration of the existing historical architectural features;

(d) That the proposed renovation, repair, or addition has been determined by vote of the Needham Historical Commission to be a historically accurate architectural restoration;

(e) That the building or structure will remain on the site on which it was originally constructed; and

(f) That the proposed use will not generate negative impacts to the surrounding area or zoning district or that any negative impacts generated may be feasibly mitigated."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: The purpose of this article is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain dimensional standards that might be an impediment to such preservation and restoration efforts. The proposed by-law gives the Board of Appeals authority to issue a special permit waiving the front, side, and rear setbacks for the zoning district by relaxing each by up to a maximum of 40%, as necessary. In order to grant a special permit, the Board of Appeals must find: (a) That the proposed renovation, repair, or addition, to the maximum extent feasible, preserves and/or restores the historical architectural features of the building or structure; (b) That such modification of a dimensional requirement is required to enable the preservation and/or restoration of the historical architectural features of the building or structure and that failure to grant the special permit is likely to result in construction or continuation of an inappropriate physical modification, or the destruction or deterioration of the existing historical architectural features; and (c) That the proposed renovation, repair, or addition has been determined by vote of the Needham Historical Commission to be a historically accurate architectural restoration. To be eligible for a historic preservation dimensional special permit, the building or structure must be listed on one of the following: The National Register of Historic Places; The State (Commonwealth of Massachusetts) Register of Historic Places; or The Inventory of Historic Assets of the Commonwealth for the Town of Needham. Pending nominations in good standing to the National or State Register are also eligible for a historic preservation dimensional special permit under the proposed amendment.

FINANCIAL ARTICLES

ARTICLE 9: AMEND THE FY2016 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the 2015 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits & Administrative Costs	$11,474,207	$11,670,207
6	Debt Service	$11,224,301	TBD
9	Classification, Performance & Settlements	$175,000	$360,000
10	Reserve Fund	$1,384,767	$1,524,767

Or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article seeks to amend the Town's operating budget for fiscal year 2016. The Finance Committee's recommendation that this article be adopted was made in anticipation of an amendment to change the Debt Service budget amount from "TBD" to $11,474,301 – an increase of $250,000. The Board of Selectmen voted to transfer the $250,000 – originally proposed for appropriation under Article 14 of this Warrant – to the Debt Service line in the operating budget. This agreement occurred after the vote of the Finance Committee. The funds will be used to offset debt service costs for pending capital projects.

The $196,000 increase to the Group Health Insurance, Employee Benefits & Administrative Costs budget line is to cover increased health insurance costs. This funding increase was expected at the time the fiscal year 2016 budget was presented to Town Meeting this past May. At that time, there were several variables that could impact the fiscal year 2016 health insurance budget, including premium increases, additional head count in the School and Town departments, plan selection by employees, and actual enrollment. The projected funding gap ranged from $260,000 to $280,000. Given the number of variables, it was agreed that the final budget amount would be recommended at the fall Special Town Meeting. Based on current enrollment, it is projected that $196,000 should be sufficient to meet expenses for fiscal year 2016.

The $185,000 increase to the Classification Performance & Settlements budget line is to set aside funds for union contracts that are not yet settled, and to cover changes to the various non-

represented employee schedules that were amended this year: Schedule C, Schedule G, and Schedule K. Schedule C provides the wage rates for part-time, seasonal, and temporary positions, including minimum wage positions whose pay rate has increased under State law. Schedule G is the salary and wage rates for full-time and permanent non-represented positions in Town Government, and Schedule K represents the compensation plan for department managers who are not otherwise covered under a separate employment contract.

The proposed change to the fiscal year 2016 Reserve Fund is an increase of $140,000 based on new revenue identified for appropriation. The Reserve Fund is one of the budgets that provides budget flexibility and is relied upon as a fund to help cover snow and ice removal costs that exceed the appropriation.

CAPITAL ARTICLES

ARTICLE 10: APPROPRIATE FOR FIRE STATION 2 FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate $50,000 for a feasibility study for the repair, renovation and/or addition to Fire Station #2 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that $12,305 be transferred from Article 39 of the 2013 Annual Town Meeting and that $37,695 be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The purpose of this article is to appropriate funds for a feasibility study leading toward improvements, repairs, renovation and/or addition to Fire Station #2 at the intersection of Highland Avenue and Webster Street. Prompted by significant commercial and residential growth in the service area of Station #2, the study will evaluate opportunities for garaging necessary safety apparatus, as well as building and envelope deficiencies identified in the recently completed Facility Master Plan. The study will include program and space needs identification, facility and system assessments, a range of conceptual design options, and cost estimates.*

ARTICLE 11: APPROPRIATE FOR HIGH SCHOOL CAFETERIA RENOVATION

To see if the Town will vote to raise and/or transfer and appropriate a sum for engineering, design and construction for renovation and repairs to the cafeteria at Needham High School, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article provides funding for final design, engineering and construction of expanded cafeteria space at Needham High School. The project scope includes an approximately 3,000 s.f. addition to the existing cafeteria to provide additional student seating. This expansion is needed to accommodate enrollment growth at the school. Currently, the cafeteria seating capacity is 488, but the average lunch seating is 536, with a second lunch seating of 620 students. The expansion is needed to increase capacity, provide sufficient seating, and meet building code requirements. In addition, serving areas and cashiers will be spaced more appropriately to improve the movement and circulation of students through the serving lines. A folding panel partition is proposed to separate the new space from the existing cafeteria. This multi-purpose design would strengthen school programs by providing additional space for directed study halls and academic support, testing, lectures, training, class meetings, and co-curricular space. The 2015 Annual Town Meeting appropriated $150,000 for study and preliminary design.

ARTICLE 12: APPROPRIATE FOR FEASIBILITY STUDY / HILLSIDE SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate $45,000 for feasibility, design and engineering services related to the renovation and/or reconstruction of the Hillside School located at 28 Glen Gary Road and shown as Lot 01 on the Needham Assessors Map numbered 102, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Article 1 of the November 4, 2013 Special Town Meeting, and that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or take any other action relative thereto

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will provide funding to supplement the feasibility design budget of the Hillside School Renovation project. The November 4, 2013 Special Town Meeting approved $650,000 for feasibility design of this project. At that time, the Central Avenue site had not yet been identified as a potential location for the Hillside School. The additional cost associated with studying the new site was allocated by the PPBC from other expenses categories of the project budget. As a result, supplemental funds totaling $45,000 are needed to replenish the budget and complete the schematic design stage. If approved, this warrant article would increase the project budget to $695,000, for which partial MSBA reimbursement is anticipated.

ARTICLE 13: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate $7,000,000 for the acquisition of real property known as Owens Farm, 585 Central Avenue and adjacent properties, and associated site costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The property on Central Avenue became available for purchase this past summer, and was identified as a possible site for the relocation of the Hillside School. At the time of the printing of the warrant, the site was under final consideration by the School Committee and Permanent Public Building Committee for submittal to the Massachusetts School Building Authority (MSBA) as the Town's preferred site for location of a new school.

TOWN RESERVE ARTICLES

ARTICLE 14: ESTABLISH DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to establish a fund under the provisions of M.G.L. c. 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Debt Service Stabilization Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds to pay the debt service for engineering and design, renovation, reconstruction or construction of Town facilities; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article seeks to create a stabilization fund to set aside funds from time to time to be available if necessary to pay certain debt obligations. This fund is intended to be part of the Town's overall planning strategy for addressing capital facility needs. The fund would provide added flexibility to maintain the Town's capital investment strategy by smoothing out the impact of debt payments in years when the debt level is higher than is typically recommended. The fund would also be beneficial at times when interest rates are higher than expected. The plan for the fund is designed to ensure that the monies are not depleted in a single year, and that the amount available for appropriation is known before the budget year begins. All appropriations to and from the fund require Town Meeting action.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 21st day of September 2015.

MAURICE P. HANDEL, ***Chairman***
MATTHEW D. BORRELLI, ***Vice Chairman***
MARIANNE B. COOLEY, ***Clerk***
DANIEL P. MATTHEWS
JOHN A. BULIAN

Selectmen of Needham

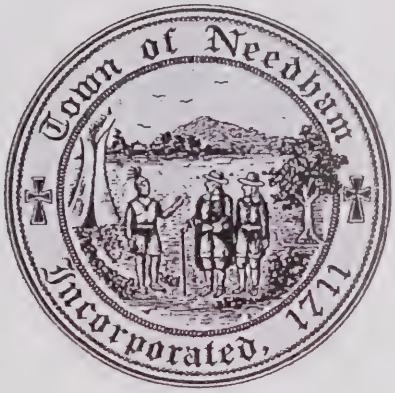
A TRUE COPY
Attest:
Constable:

This page is intentionally blank.

Town Clerk's Office
Needham, MA 02492

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

WEDNESDAY, February 10, 2016

7:30 P.M.

Snow Date: Wednesday, February 24, 2016 7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

WEDNESDAY, THE TENTH DAY OF FEBRUARY, 2016

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: APPROVE COLLECTIVE BARGAINING AGREEMENT – BCTIA/CUSTODIANS AND TRADES

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Trades Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

GENERAL ARTICLES

ARTICLE 2: AMENDMENTS TO THE REGIONAL SCHOOL DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT

To see if the Town will vote, consistent with Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated "Regional Agreement" bearing

the date of December 21, 2015 to the Board of Selectmen of each member town; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: This Article would approve revision of the Minuteman Regional Vocational Technical School District Agreement. Ratification of the revised Agreement requires Town Meeting approval in all sixteen current member communities. The revision is part of an effort to advance a major capital project for Minuteman High School in coordination with the Massachusetts School Building Authority (MSBA). The current facility, built in the early 1970's, has serious building systems and capital maintenance issues, does not meet current code and architectural standards, and cannot optimally support Minuteman's vocational education program. The current MSBA timeline requires the District to secure necessary approvals for its share of capital borrowing by the end of June, 2016.

The changes in the revised agreement are intended to improve governance and cost sharing and facilitate realignment of the district, including allowing some communities to withdraw from membership before a decision has to be made on bonding the capital project, which will require assent of all member towns or a district-wide referendum. The recommended changes to the District Agreement have been proposed by the Minuteman School Committee based on the work of a study committee and substantial input from town officials and other stakeholders. Needham passed a similar proposed revision two years ago, but that agreement did not receive all sixteen necessary approval votes. Because this revision has some changes from the 2014 language, a second vote is required. Principal features of the revised Regional Agreement include:

1. *A new formula for sharing capital costs among member communities. The new formula includes factors for each community's enrollment at Minuteman, relative community ability to pay, and a minimum share for each community. The current formula attributes a five-student minimum to low-enrolling communities but is otherwise based only on enrollment.*
2. *Reducing volatility in assessments by using a four year rolling average for enrollment-based charges, which are currently established by the previous year only.*
3. *Weighted voting on the Minuteman School Committee based on each community's enrollment at Minuteman. The present agreement provides for one vote per town, even though some towns have much larger numbers of students at Minuteman and, even under the new agreement, will continue to carry a higher percentage of the costs. The new Agreement calls for weighted voting in most cases. Exceptions include votes to incur debt, which require approval by 2/3 of all School Committee members regardless of enrollment.*
4. *Establishment of a policy, subject to state law, requiring per pupil charges for out of district students to be equal or greater than charges for in-district students.*
5. *Appointment of Minuteman School Committee members by the boards of selectmen of the member town (or the mayor, in the case of a city), unless the town provides otherwise by bylaw or charter. It is hoped that a move to executive branch appointments, instead of moderators' appointments, will improve the level of accountability of the District to the member communities.*

6. *A more workable process for communities to withdraw from the district. The revised agreement provides several (mostly low-enrolling) communities the option to withdraw as part of the ratification process. Going forward, a member town may withdraw from the District by town meeting vote on reasonable notice, subject to an obligation to pay its share of outstanding capital, and with approval from the State Education Commissioner, unless at least half of the other members' legislative bodies vote to disapprove. The current agreement requires an affirmative vote by every member town to allow a community to withdraw.*

Needham's student enrollment at Minuteman is in the median range among member communities, running approximately 30 students per year on average. The new agreement will have relatively minimal near term impact for Needham in terms of operating assessments or district participation. Moving forward, revision to the Regional Agreement is seen as critical to the capital project effort. If the capital project is not approved, the District will face difficult challenges operating and maintaining its existing facility. All member communities will share those costs, which, without MSBA assistance, may be higher than the cost to build a new school. Minuteman High School is the primary vocational education resource for Needham residents and is an important option for students who either seek or will be better served by vocational education.

CAPITAL ARTICLES

ARTICLE 3: APPROPRIATE FOR FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate $90,000 for a feasibility study for the repair, renovation and/or addition to the Police Station & Fire Station #1 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: The Police/Fire Station #1, originally built in 1931, was reconstructed in 1988 – 1989. The amount of space that was originally allocated within the building for the Police and Fire Departments is no longer sufficient to accommodate changes in operations, changing personnel needs, technology upgrades, and security improvements. The station is not fully accessible for individuals with limited mobility. Areas for review during the feasibility study in the Police Department include: locker space for female officers is not adequate to meet existing and future needs; the evidence and property storage space is not sufficient; interview space and interview recording requirements must be expanded and improved to comply with current standards; there is limited space available for members of the Department to meet with the public; space is insufficient for a combined public safety dispatch center; and holding cells do not meet standards. Areas for review in the Fire Department include: apparatus

bays are too small for modern fire trucks; the maintenance garage is too small to perform routine maintenance work; the existing office space is insufficient for the needs of staff; and storage space is not sufficient. The study will include a review of the operational needs of both departments, facility assessments, assessment of spatial needs within the existing or an expanded facility, an alternative study for demolition and rebuilding of a new facility, consideration of phasing/swing space, and a cost comparison of addition, renovation or rebuilding. The proposed study will be conducted in conjunction with the feasibility study for Fire Station #2 which was approved by Town Meeting in November, 2015.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 12th day of January 2016.

MAURICE P. HANDEL, ***Chairman***
MATTHEW D. BORRELLI, ***Vice Chairman***
MARIANNE B. COOLEY, ***Clerk***
DANIEL P. MATTHEWS
JOHN A. BULIAN

Selectmen of Needham

A TRUE COPY
Attest:
Constable:

This page is intentionally blank.

Town Clerk's Office
Needham, MA 02492

ATTN: SPECIAL TOWN MEETING WARRANT

WARRANT FOR THE
PRESIDENTIAL PRIMARY
The Commonwealth of Massachusetts

TUESDAY, MARCH 1, 2016

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to meet at their respective voting places in said Town, namely:

PRECINCT A – Center at the Heights - 300 Hillside
PRECINCT B – Center at the Heights - 300 Hillside
PRECINCT C – Newman School - Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Broadmeadow School - Perform. Ctr
PRECINCT F – Needham High School - Gymnasium
PRECINCT G – Needham High School - Gymnasium
PRECINCT H – Broadmeadow School - Perform. Ctr
PRECINCT I Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

ON TUESDAY, THE FIRST DAY OF MARCH, 2016

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primary for the candidates of Political Parties for the following offices:

PRESIDENTIAL PRERENCE ..... **For this Commonwealth**
STATE COMMITTEE MAN ..... **For Norfolk, Bristol and Middlesex Senatorial District (Precincts A, B, C, I, and J)**
STATE COMMITTEE MAN ..... **For Norfolk and Suffolk Senatorial District (Precincts D, E, F, G, and H)**
STATE COMMITTEE WOMAN ..... **For Norfolk, Bristol and Middlesex Senatorial District (Precincts A, B, C, I, and J)**
STATE COMMITTEE WOMAN ..... **For Norfolk and Suffolk Senatorial District (Precincts D, E, F, G, and H)**
DEMOCRATIC TOWN COMMITTEE (35 Members) ..... **Needham**
REPUBLICAN TOWN COMMITTEE (35 Members) ..... **Needham**
GREEN RAINBOW TOWN COMMMITTEE (10 Members) ..... **Needham**
UNITED INDEPENDENT PARTY TOWN COMMITTEE (10 Members) ..... **Needham**

The Polls Wills Be Open From 7:00 A.M. to 8:00 P.M.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 26th day of January, A.D. 2016.

MAURICE P. HANDEL, Chairman
MATTHEW D. BORRELLI, Vice Chairman
MARIANNE B. COOLEY, Clerk
DANIEL P. MATTHEWS
JOHN A. BULIAN
Selectmen of Needham

ATTEST _____ **2016**

Constable (month) (day)

WARRANT FOR THE ANNUAL TOWN ELECTION, TUESDAY, APRIL 12, 2016
TOWN OF NEEDHAM, COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss. To either of the constables in the Town of Needham in said County. Greetings:
In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	- The Center at the Heights	Precinct F	- Needham High School – Gymnasium
Precinct B	- The Center at the Heights	Precinct G	- Needham High School – Gymnasium
Precinct C	- Newman School - Gymnasium	Precinct H	- Broadmeadow School - Performance Ctr
Precinct D	- Newman School - Gymnasium	Precinct I	- William Mitchell School - Gymnasium
Precinct E	- Broadmeadow School – Performance Ctr	Precinct J	- William Mitchell School - Gymnasium

on TUESDAY, THE TWELFTH DAY OF APRIL, 2016 From 7:00 A.M. to 8:00 P.M. to cast their votes in the Annual Town Election (Article 1) for the candidates for the following Town Offices: **Article 1:** One Moderator for Three Years; One Selectman for Three Years; One Town Clerk for Three Years; One Assessor for Three Years; Three Members of School Committee for Three Years; One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years; One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years; Two Trustees of Needham Public Library for Three Years; One Member of Board of Health for Three Years; One Member of Planning Board for Five Years; One Member of Needham Housing Authority for Five Years; One Commissioner of Trust Funds for Three Years; One Commissioner of Trust Funds for One Year; Two Members of Park and Recreation Commission for Three Years; Eight Town Meeting Members from Precinct A for Three Years; Eight Town Meeting Members from Precinct B for Three Years; Eight Town Meeting Members from Precinct C for Three Years; Eight Town Meeting Members from Precinct D for Three Years; Eight Town Meeting Members from Precinct E for Three Years; One Town Meeting Member from Precinct E for One Year; One Town Meeting Member from Precinct E for Two Years; Eight Town Meeting Members from Precinct F for Three Years; Eight Town Meeting Members from Precinct G for Three Years; Eight Town Meeting Members from Precinct H for Three Years; Eight Town Meeting Members from Precinct I for Three Years; One Town Meeting Member from Precinct I for Two Years; Eight Town Meeting Members from Precinct J for Three Years; One Town Meeting Member from Precinct J for One Year.

The Annual Town Meeting for the transaction of business shall commence on Monday, May 2, 2016 at 7:30 P.M. at the James Hugh Powers Hall at Needham Town Hall

and you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before the time of said meeting. Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour. Given under our hands at Needham aforesaid this 23rd day of February, 2016.

THE NEEDHAM BOARD OF SELECTMEN

a True Copy
Attest:

TOWN OF NEEDHAM
1471 HIGHLAND AVE
NEEDHAM, MA 02492-2605

Annual Town Election
Tuesday, April 12, 2016
7:00 A.M. – 8:00 P.M.
Open to all registered Voters

WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2016
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School – Gymnasium
Precinct G	-	Needham High School – Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE TWELFTH DAY OF APRIL, 2016

from seven o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Selectman for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years.

Eight Town Meeting Members from Precinct A for Three Years;
Eight Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
One Town Meeting Member from Precinct E for One Year;
One Town Meeting Member from Precinct E for Two Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years;
One Town Meeting Member from Precinct J for One Year.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 23RD day of February 2016.

MAURICE P. HANDEL, ***Chairman***
MATTHEW D. BORRELLI, ***Vice Chairman***
MARIANNE B. COOLEY, Clerk
DANIEL P. MATTHEWS
JOHN A. BULIAN
Selectmen of Needham

A true copy,
ATTEST _____ **2016**
Constable (month) (day)

TOWN OF NEEDHAM

2016 ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 12, 2016

Business meeting: Monday, May 2, 2016

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to Annual Town Meeting.

2016 Annual Town Meeting Warrant
Table of Contents

PAGE

Finance Committee Fiscal Year 2017 Budget Recommendations 1

2017 Annual Town Meeting Warrant Index 11

Summary of Revenue FY2015 – FY2017 General Fund Only 13

Summary of Expenditures FY2015 – FY2017 General Fund Only 14

FY2017 General Fund Budget Recommendations – Submitted by Finance Committee 15

Reserve Fund Transfers 73

General Government Salary & Staffing Schedule 75

School Department Salary & Staffing Schedule 83

Debt Service – Schedule of Authorized & Issued ..... Appendix A

Open and Authorized Projects and Proposed Projects Financed by Debt ..... Appendix B

(This page is intentionally blank.)

March 15, 2016

Fellow Town Meeting Members,

The Finance Committee is pleased to present both its 105th Annual Report to Town Meeting and our recommended operating budget for Fiscal Year 2017. Needham remains fiscally sound, with strong revenue growth which is expected to continue for the near future and likely beyond. Needham has experienced substantial new growth, resulting in significant increases in property values. This new growth has become part of Needham's property tax base. At the same time, the Town has entered a phase of extensive capital planning and spending. We need to be vigilant to restrain the costs of each project so that the tax burden is not unduly increased and future projects are not jeopardized. We also need to account for additional operating expenses that come with new buildings or additional space. Unlike the cost of construction that is often supported by one-time override costs, operating expenses associated with these projects remain in operating budgets going forward and will certainly increase over time. The Town also seeks to expand certain services that are currently provided, the cost-benefit of which will need to be analyzed. The Finance Committee remains committed to ensuring that taxpayer monies are expended appropriately and in the best interests of the entire Town.

We continue to face some of the same budgetary pressures as in recent years. Health insurance costs are growing faster than revenue. While the Town administration had been able to effectively contain health insurance cost increases in recent years, they are now researching available alternatives to keep the budget increases reasonable. Electricity and natural gas costs continue to increase as well, although we have seen a decrease in vehicle fuel costs.

The School Department budget also continues to grow at a rate that exceeds the Town's historical revenue growth. Overall enrollment growth has eased, but the costs of special education and transportation continue to outpace other increases. The School Department is working to find cost effective ways to deliver these services while meeting the needs of the student population, and the Finance Committee continues to support a budget recommendation that is both reasonable and meets all critical needs.

The Finance Committee began its preparation of the FY17 budget in November 2015 when Committee liaisons participated in the Town Manager's departmental budget meetings. At least one Finance Committee liaison was assigned to work with each Town department. The Finance Committee held its own budget hearings from December 2015 through late February 2016. The Finance Committee asks detailed and sometimes pointed questions in order to get a comprehensive understanding of each department's operations and spending needs. The Finance Committee requires this information in order to balance competing spending needs and to develop a sound budget that will serve the best interests of the entire Town.

The Finance Committee appreciates the efforts of the Board of Selectmen and their Town Manager and the School Committee and their Superintendent in striving to build sustainable programs that both address current needs and make the investments necessary to meet future needs.

Revenue Summary

In FY17, total General Fund revenue is projected to increase by 4.6% from three principal sources of revenue: property taxes, state aid, and local receipts. Property tax receipts comprise the largest source of revenue for Needham, accounting for 81.9% of projected General Fund Revenues in FY17. Property tax receipts are expected increase by approximately $5.7 million or 4.8% in FY17.

New growth remains strong, although it is projected to be $575,151 lower than FY16. The level of new growth will fluctuate depending for the most part on the number of large commercial projects in a given year. The decrease in new growth is not a concern because, as noted above, the property tax values that are new growth become part of the property tax base for future years. 90.6% of the property tax levy in FY17 is anticipated to be supported by the tax base from the prior year.

The portion of property taxes allocated to debt exclusions will decrease in FY17, since the Town has passed the peak debt service payment years for all currently authorized projects funded through debt exclusion. Tax revenues for excluded debt will be approximately $5.9 million, which is 4.7% of the anticipated tax levy for FY17. This compares to excluded debt service revenue of approximately $6.1 million for FY16, which was 5.1% of the tax levy.

Total state aid, which is primarily Cherry Sheet aid, is determined as part of the state budget process. (The Cherry Sheet is the official notification of aid and assessments from the state to municipalities, once issued on red colored paper.) State aid accounts for 7.2% of the projected General Fund revenue for FY17. The proportion of state aid to revenue is decreasing slightly from 7.4% in FY16, since state aid is projected to increase by only 1.9% in FY17.

Local receipts are another important General Fund revenue source, comprising 6.2% of FY17 General Fund revenue. Local receipts include revenues received for automobile, hotel room, and meal excise taxes, licensing and permitting fees, fines and penalties, and income from departmental activities and services. Local receipts can fluctuate greatly, so revenue projections are based on conservative assumptions in order to protect against an unexpected drop in one of the revenues. A bump in local receipts is expected in FY17 due to the additional revenue from the new solar electricity plant, including the sale of energy to the grid, and fees from permits and licenses. For FY17, local receipts are projected to increase by over $1 million, approximately $750,000 of which is due to the sale of solar generated electricity.

Free Cash is another substantial component of General Fund revenue. Free Cash results from revenue collections that exceed estimated revenue and from expenditures that are lower than appropriations at the end of the prior fiscal year (FY15). After a fiscal year closes out, the amount of Free Cash must be certified by the Department of Revenue and then becomes available for appropriation. As of the writing of this letter, the amount of Free Cash has not yet been certified. The FY17 budget assumes that free cash will be $6 million, but we anticipate that there will be additional Free Cash available for appropriation at the Annual Town Meeting. The average amount of Free Cash over the prior three years is $6.17 million. We recommend

Free Cash in FY17 be used to fund cash capital and financial warrant articles, to bolster reserves, and to partially support the operating budget.

The Town is careful to rely on only recurring revenues to support ongoing operating expenses. Because the Town consistently budgets each year in a conservative manner, a portion of Free Cash each year is fully expected to be recurring and therefore that portion can and should be used to support operating expenses. The balance of Free Cash is used for various one-time needs or for reserves. The formula used to determine the amount of the recurring portion of Free Cash that can be used for operations is the lesser of 2% of the adjusted operating budget for the prior fiscal year or the actual turn-back from departmental appropriations. This formula will be modified beginning in FY17 because the budget has been restructured. The FY17 operating budget includes a new line in Townwide expenses called Needham Electric, Light and Gas Program. Expenses for electricity and natural gas, accounted for in departmental budgets, including Public Facilities, Public Works and Municipal Lighting, have been consolidated and reallocated to this new budget line. The calculation for determining the recurring portion of Free Cash will use the lesser of the actual turn-back or 2% of the final adjusted operating budget, excluding the Reserve Fund. In prior years, the calculation was based on 2% of the departmental operating budget, thus excluding all Townwide expenses.

The actual turn-back from FY15 unexpended budgets was $1.9 million. 2% of the adjusted FY15 budget is $2.6 million. The recommended FY17 budget uses $1,763,165 of Free Cash toward the operating budget. While this amount is lower than the calculation would allow, it is sufficient to meet the budget needs of the Town for FY17. This will also allow for more Free Cash to be used to fund additional one-time needs and operating reserve accounts.

At the time of this writing, the estimated total General Fund Revenue for Fiscal Year 2017 available for appropriation is $151,009,403.

FY17 Operating Budget

The total recommended operating budget for FY17 is $144,228,127, which is 5.6% higher than the current FY16 operating budget. The recommended increase for FY16 was 5% while the FY15 recommended budget increase was 4.1%. It is important to note that in the past two years, the Town has been shifting the costs of certain items that were previously funded through cash capital into the operating budget because they do not meet the Town's definition of capital for budgeting purposes. In addition, the FY17 budget reallocates costs for natural gas and electricity from the Municipal Department budgets into Townwide Expenses. Thus, some of the increases to the operating budgets are due to reallocation of costs rather than a higher level of spending. The increases in the three major components of the FY17 budget are:

Townwide Expenses	15.5%
Municipal Departments (excluding Education)	-5.3%
Education	6.1%

Townwide Expenses

The FY17 budget recommendation includes an increase of 15.5% in Townwide Expenses. The primary reason for this considerable increase is the reallocation of regulated energy costs, specifically electricity and natural gas, to the new budget line entitled Needham Electric, Light and Gas Program. The increase from FY16 to FY17 Townwide Expenses excluding the Electric Light and Gas Program is 6.4%. Other significant increases in Townwide Expenses include Group Health Insurance/Employee Benefits, Retirement Assessments, and Classification, Performance and Settlements.

Included in the Needham Electric, Light and Gas Program budget is the entire Municipal Lighting budget, $2,739,942 for energy costs previously in the Public Facilities budget, $52,214 previously in Public Works, and $9,500 previously in Park and Recreation. The Finance Department will be responsible to oversee these expenses, negotiate prices and manage the contracts for electricity and natural gas. This budget will fund payments associated with generating power at the new solar electricity plant. The revenues from the solar project, which are expected to be twice the amount of the costs cannot be used to offset the costs and will be part of the Town's General Fund revenues.

The Casualty, Liability, Property and Self-Insurance line item accounts for the insurance coverage that the Town receives through the Massachusetts Inter-local Insurance Agency (MIIA) for buildings, vehicles, property damage, and liability, as well as a small contingency for non-covered claims. This line item is increasing by 4.0%, or $22,400 in FY17, to cover premiums for the Town's inventory of facilities and equipment.

The Debt Service budget line is decreasing in FY17 for the third consecutive year. This line item, which covers payments for outstanding debt obligations, is decreasing by 2.7%, or $312,462. Debt service includes payments for excluded debt, Community Preservation Act debt, and debt within the levy. FY14 was the peak year for the Town Hall, and for the Newman School and other projects funded with excluded debt.

The Employee Benefits line (Group Insurance, Employee Benefits, Assessments and Administrative Costs) is increasing by 12.1%, or $1,427,484. The increase is a result of a projected 9% increase in health insurance costs combined with an increase in the number of benefit eligible employees. The Town continues to evaluate different health insurance providers and collaboratives to keep health premium increases in check. The increase in the assumed number of benefit eligible employees includes additional staff and additional hours for positions that will then qualify for benefits, for an aggregate increase of $215,820.

The FY17 Retirement Assessments line item is increasing by 8.7%, or $539,188. This line item covers pensions for retirees as well as unfunded pension liability. In FY16, the Retirement Board reduced the assumed rate of return of pension assets from 8.00% to 7.75%. The funding schedule in the most recent actuarial analysis includes at least three more years of continuing increases to the Town's annual contribution to make up for the increased unfunded liability resulting from the reduced rate of return assumptions.

The Retiree Insurance Program and Insurance Liability Fund line is increasing by 4.4%, or $232,621. The program, also known as "OPEB" (other post-employment benefits), funds other benefits provided to eligible retirees such as health insurance. The 4.4% increase follows a 2013 funding schedule. A new actuarial analysis is underway, which the Finance Committee anticipates will increase the required funding beginning with the FY18 budget. Workers' compensation is increasing 4.0% in the FY17 budget based on the average projected growth in salaries and wages.

The Classification, Performance, and Settlements line item serves as a reserve for personnel-related needs during the fiscal year, such as performance-based salary increases for managers, or changes due to new collective bargaining agreements. This line item is budgeted at $600,000 because of a number of outstanding contracts. As of this writing, collective bargaining agreements have not been settled for FY17 with the Fire Union, the Police Superior Officers Association, and the Building Custodian Tradesman Independent Association.

The Reserve Fund provides for extraordinary or unforeseen budget needs that arise during the fiscal year. The Reserve Fund has been used to fund expenses such as unexpected legal costs, replacement of damaged equipment, and extraordinary snow and ice removal. The recommended Reserve Fund appropriation for FY17 is $1,584,124, an increase of 3.9% over the FY16 budget. Even with the extraordinary snow and ice removal expenses of FY15, the Town did not exceed its Reserve Fund appropriation. The Finance Committee feels that this amount is prudent to cover extraordinary needs.

Municipal Departments (excluding Education)

The Municipal Departments category includes 19 different budgets encompassing operational departments, boards and committees, and the municipal parking program. This report groups those budgets within Municipal Departments by functional groups.

General Government and Land Use

The FY17 proposed budget for all General Government and Land Use departments is 2.4% higher than the FY16 budget. While individual budget increases vary, all budgets include a new salary structure for management and other non-union administrative employees that were voted by the Board of Selectmen in the summer of 2015.

The Board of Selectmen/Town Manager budget line item is 2.6% lower than FY16 because the Management Fellow pilot position is eliminated in FY17. While the Town Manager felt that the pilot program was successful, the position is not being requested at this time.

The Town Clerk and Board of Registrar's FY17 budget is increasing by 8.6%, in part due to an increase to three scheduled elections in FY17 from two elections in FY16. The Town Counsel's budget is level funded for FY17 as is the Personnel Board budget. In FY16, the Personnel Board funding was transferred to the salary line to partially support the salary of the Management Fellow position in the Town Manager's office. The funds are allocated to the expense line in FY17 to be used for consulting work as they have been in the past.

The Finance Department budget is increasing 3.1% in FY16. The budget now includes $30,000 for the annual cost of network servers, switches and technology replacements which was previously funded in the Annual Town Meeting Warrant Cash Capital article. The Finance Committee's budget is increasing 5.0% from FY15 due to an increase in salary, reflecting the management salary adjustment.

The Planning and Community Development Department budget is increasing by 4.8%. In addition to increases in salaries, the Finance Committee recommends funding additional hours for an existing benefit-eligible administrative employee.

Public Safety

The Public Safety Departments, which include the Police, Fire, and Building Departments, have a combined increase of 3.0% in the FY17 budget. The Police Department budget is increasing 4.1%, reflecting salary increases and the police vehicle replacement cycle. The Finance Committee did not recommend funding four additional police officers for FY17. The Police Department expects an increase in service calls resulting from redevelopment at Needham Crossing, including new businesses and potential new residential housing. However, the anticipated increase in police calls is not expected to occur within the FY17 time frame and the Finance Committee will be reviewing the necessity of increased staffing in future budget years.

The Fire Department budget is increasing by a modest 1.0% in FY17, because the Fire Union contract is not settled at this time. The Finance Committee deferred the Fire Department's request for four additional Firefighter/Paramedics in F17 to staff an additional ambulance that would be housed at Fire Station 2. The Finance Committee will review the request once the feasibility study for Fire Station 2 establishes the cost-benefit analysis of a second ambulance and the location of the infrastructure to house and run an additional ambulance.

In FY16, the Board of Selectmen implemented new fees and fee increases for building permits and inspections. The Finance Committee determined that the cost of some additional staffing requested by the Building Department would be offset by the new fee structure. The Building Department budget is increasing 15.1% due to the reallocation of the Fire Engineer Consultant from the Fire Department budget (a change in the building code has transferred this function to the Building Department rather than the Fire Department) as well as the addition of two part-time inspectors. The $20,000 for the Fire Engineer Consultant is included in the FY17 expense line. The additional $61,542 for part-time Plumbing and Gas Inspector and Wiring Inspector is included in the salary line. Timely inspections are critical to construction projects. These positions will meet the increased volume of requests for inspection resulting from the increased construction activity in Needham. The Finance Committee did not recommend funding an additional administrative position in the Department.

Public Facilities and Public Works

The total combined budget for the Public Facilities Department, the Department of Public Works (DPW), and the Municipal Parking Program, is decreasing by 17.8% in FY16 from the reallocation of costs for regulated energy to the new line item in Townwide expenses.

The Public Facilities Department budget is decreasing by 28.2% in FY17. The department contains two divisions, Construction and Maintenance. At this time there is no settled agreement with the Building Custodian Tradesman Independent Association for FY17, which would affect the Maintenance Division budget.

The FY17 Public Facilities budget includes an increase of $40,469 to partially fund a request for a new Project Manager position in the Construction Division. This position was added due to an expected increase in the volume and complexity of capital projects being undertaken. The balance of the salary for the new position will be charged to the budgets of specific projects.

The FY17 budget for the Department of Public Works is increasing by 2.3%. The budget includes an increase $12,788 to fund two summer laborers. The FY17 budget also provides a one-time expense of $30,000 to complete fence repairs throughout the parks system. It is expected that after FY17, the annual DPW operating budget will cover regular fence maintenance. The FY17 budget funds a request for a one-time purchase of a GPS unit compatible with the Engineering Division's existing survey system and a small ongoing subscription expense for this equipment.

There are no significant changes to the Municipal Parking budget.

Community Services

While the Community Services budget is only 2.6% of the overall operating budget, the six divisions that comprise Community Services receive substantial funding from fees, grants, and donations, and benefit from volunteer services. The Community Services budgets are increasing 1.6% in FY16.

The Health and Human Services (HHS) budget, which was newly merged into one budget in FY16, is increasing 3.8% in FY17. This budget includes the Health Department, Council on Aging, Youth Commission, and Veterans Services. The FY17 budget includes additional hours for a social worker for the Council on Aging. The funding was achieved through reallocation of funds from a program coordinator position that will be covered by a recently secured federal grant, and also by moving funds from a separate part-time outreach position.

During our budget deliberations, the Finance Committee assessed the need for a requested additional Environmental Health Agent by the Health Department. The Health and Human Services Department was merged into one budget in FY16 and is being reorganized. During our budget hearings, it became clear that while there may be a need for additional staffing in the Health Department, the structure of the department after reorganization may result in a different staffing approach. The Finance Committee felt that it is critical that the Town be able to keep up with increasing demand for Public Health inspection and enforcement work but that it would be best to wait until after the reorganization to determine the need and function of any new position. The Finance Committee indicated that it would be willing to discuss funding this position at the Fall 2016 Special Town Meeting, although typically new positions are usually considered only during the budget process culminating at the Annual Town Meeting. As part of its budget hearings and voted budget, the Finance Committee identified the possibility of

transferring from the Reserve Fund $61,305 for salary plus $22,819 for benefits for a new position in the Health and Human Services Department.

The Commission on Disabilities budget is level funded at $2,050 in FY217, for a stipend for the Town Liaison to the Commission and ADA training for members of the Commission. The FY17 budget for the Historical Commission is also level-funded at $1,050, which covers expenses relating to its activities of preserving and protecting the Town's historical buildings and maintaining the historical inventory.

The Library budget is increasing 0.8% for FY17. In recent years, efforts have been made to transition certain essential positions that are being funded from the State Aid account into the operating budget to protect against unexpected fluctuations in that account. We anticipate reduced funding in FY17 for Library State Aid. For FY17, the Finance Committee recommends funding additional circulation desk hours in the operating budget, as well as funding Sunday hours in June. Both of these functions are integral parts of the Library's services, and are appropriate for inclusion in the operating budget. Wireless internet service, book and DVD downloading subscriptions, and an online reference database will continue to be funded through the State Aid account in FY17.

The Park and Recreation Budget is decreasing 1.7% in FY17 from reduction in energy expenses transferred to Townwide Expenses. The Memorial Park budget remains level-funded at $750 to cover expenses relating to purchase of flags and minor maintenance to the memorials. The costs for operating and maintaining the Memorial Park building and fields are in the Park and Recreation, Public Works and Public Facilities budgets.

Education

The recommended FY17 Education budget is $65,910,351, which represents 45.7% of the total General Fund operating budget. The Education section of the budget is comprised of the Town's assessment for the Minuteman Regional High School and the operating budget for the Needham Public Schools. The Minuteman Regional High School's preliminary assessment for FY17 is $720,437, an increase of 10.1% from FY17 due to an increase in Needham student enrollment. The Minuteman School District Agreement has been amended by a unanimous vote of the member districts. Town Meeting voted in favor of the amendment at the February 2016 Special Town Meeting. The formula for assessments will change, and the number of member communities may change. As a result, Needham's assessment may be amended. The Minuteman district also plans to begin a capital building project, the costs of which will be apportioned among member towns. The details and financial implications of the Minuteman School capital project will be included at the May 2016 Special Town Meeting.

The FY17 budget for the Needham Public Schools totals $65,189,914, an increase of $3,709,227, or 6.0%, over the FY16 appropriation. The Finance Committee's recommended FY17 budget fully funds the School Committee's voted budget and provides added funding of $131,200 for two additional staff needed to initiate a new therapeutic program at the High School. Benefits costs of $37,540 were also added to the Employee Benefits line in Townwide expenses to cover

related costs. The new therapeutic program at the High School is being implemented to meet the needs of certain students who might otherwise not to able to remain at the High School. The Finance Committee encourages these types of cost efficient initiatives which better serve the community.

The School Committee voted budget of $65,058,714 funded the Superintendent's initial budget request, less $220,865 of reductions identified by the Superintendent during budget liaison meetings with the Finance Committee. An additional $340,700 was added to the School Department's budget to fund the FY17 school technology request. The technology request includes funding for the continued implementation of the 1:1 technology program. The Finance Committee is mindful that growing technology needs and costs could potentially crowd out other educational needs in the School Department operating budget.

The Finance Committee continues to monitor other volatile costs within the School Department budget including special education tuitions and transportation costs. Several new programs are underway to strengthen and broaden special education programs. In addition, a new task force will be examining School transportation costs.

Cash Capital

The Finance Committee has not yet completed its review of the Cash Capital requests as of this submission. The Cash Capital article includes $1,491,117, most of which will be funded with Free Cash, which has not yet been certified. As mentioned above, some annual cash capital items have been moved from Cash Capital to the operating budget since they have been found not to align with the Town's definition of capital. We will continue to carefully review these operating expenses to make sure that cost fluctuations do not cut into operations.

Closing Comments

The Finance Committee's recommended operating budget for FY17 will allow the Town to continue providing a high level of services to residents and businesses. The Town will be able to maintain its strong financial condition and also to meet increasing demands for services for the next year, with an eye toward the long term. It is critical for the Town to continue to engage in very careful capital planning as many large projects are scheduled in the upcoming years. The Annual Town Meeting Warrant includes a number of articles that aim to provide substantial funding to reserve funds to offset the anticipated costs of these capital projects. The Town must consider not only the benefits of each project and the capital costs, but the effects on the Town's overall debt capacity, the long-term implications to the operating budget, and the burden on individual taxpayers. The Finance Committee looks forward to working closely with the other Town Boards and Committees as well as Town and School administrators during this process.

The Finance Committee would like to recognize the hard and excellent work of Town and School Administration and the Directors of Finance for the Town and Schools, and the department heads and managers who all worked closely with the Finance Committee

throughout the budgeting process. The Finance Committee greatly values the creative and constructive approaches often presented to address competing operational needs. The Finance Committee would also like to recognize the residents who dedicate their time and effort to serving our community through elected and appointed positions. We could not accomplish our mission effectively without their generous assistance and support.

Finally, I would also like to thank each member of the Finance Committee for their dedication and meticulous work examining and prioritizing financial issues, balancing the budget, and reviewing the Town's capital plans and investments. It has been a privilege and a pleasure to serve with such dedicated and talented people as we strive to achieve the best for the Town and its residents.

Respectfully submitted on behalf of the Finance Committee,

Louise L.E. Miller, Chair

Committee Members:

Richard Zimbone, Vice Chair
Barry J. Coffman
John Connelly, Immediate Past Chair
Thomas M. Jacob
Kenneth J. Lavery
Richard Lunetta
Richard Reilly
Carol Smith-Fachetti
Louise Mizgerd, Executive Secretary

Article	Description	Inserted By	Page
1	Annual Town Election		21
2	Committee And Officer Reports		22
	HUMAN RESOURCES ARTICLES		
3	Establish Elected Officials' Salaries	Personnel Board	22
4	Fund Collective Bargaining Agreement – Fire Union	Board of Selectmen	23
5	Fund Collective Bargaining Agreement – Police Superior Officers Association	Board of Selectmen	23
6	Fund Collective Bargaining Agreement – Building Custodian and Tradesman Independent Association	Board of Selectmen	24
	FINANCE ARTICLES		
7	Accept Chapter 73, Section 4 of the Acts of 1986	Board of Selectmen	24
8	Appropriate for Needham Property Tax Assistance Program	Board of Selectmen	24
9	Appropriate for Senior Corps	Board of Selectmen	25
10	Appropriate for Emergency Preparedness Program	Board of Selectmen	25
11	Appropriate for Public Facilities Maintenance Program	Board of Selectmen	26
12	Appropriate the FY2017 Operating Budget	Finance Committee	26
13	Appropriate the FY2017 RTS Enterprise Fund Budget	Board of Selectmen & Finance Committee	26
14	Appropriate the FY2017 Sewer Enterprise Fund Budget	Board of Selectmen & Finance Committee	28
15	Appropriate the FY2017 Water Enterprise Fund Budget	Board of Selectmen & Finance Committee	30
16	Continue Departmental Revolving Funds	Board of Selectmen	32
17	Authorization to Expend State Funds for Public Ways	Board of Selectmen	33
	ZONING / LAND USE ARTICLES		
18	Amend Zoning By-Law – Mixed-Use Overlay District	Planning Board	34
19	Amend Zoning By-Law – Map Change to Mixed-Use Overlay District	Planning Board	41
20	Amend Zoning By-Law – Permitted Uses in New England Business Center District	Planning Board	43
21	Amend Zoning By-Law – Maximum Building Bulk	Planning Board	44
22	Amend Zoning By-Law – Special Permit Granting Authority in Center Business District	Planning Board	45
23	Amend Zoning By-Law – Retaining Walls	Planning Board	46
24	Amend Zoning By-Law – Minimum Side and Rear Line Setbacks: Accessory Structures	Planning Board	50
	GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES		
25	Citizens Petition – Needham Town Meeting – Food Truck Article	Doug Fox et. Al.	51
26	Amend General By-Law - Historic Demolition Delay	Board of Selectmen	53
27	Amend General By-Law – Future School Needs Committee	Board of Selectmen	53

Article	Description	Inserted By	Page
28	Accept Access Easement – Oak and Cypress	Board of Selectmen	54
29	Transfer of Property for Municipal Use – Greendale Avenue	Board of Selectmen	55
30	Transfer of Property for Municipal Use – Hillside School, Daley Building & Nike Site	Board of Selectmen	55
31	Transfer of Property for Recreational Use – Greene's Field & A Portion of DeFazio Park	Board of Selectmen	56
32	Transfer of Property for Recreational Use – A Portion of DeFazio Park	Board of Selectmen	56
33	Transfer of Property for Educational Use – A Portion of DeFazio Park & Central Avenue ("Owen's Farm")	Board of Selectmen	57
34	Home Rule Petition – Change in Use of Property on Greendale Avenue under Article 97	Board of Selectmen	57
	COMMUNITY PRESERVATION ACT ARTICLES		
35	Appropriate for Community Housing Specialist	Community Preservation Committee	58
36	Appropriate for Memorial Field Drain Improvements	Community Preservation Committee	59
37	Appropriate for Trail Improvements – Student Conservation Association	Community Preservation Committee	59
38	Appropriate Transfer to Conservation Fund	Community Preservation Committee	60
39	Appropriate for Rosemary Lake Sediment Removal Design	Community Preservation Committee	60
40	Appropriate for Rosemary Recreation Complex Design	Community Preservation Committee	60
41	Appropriate to Community Preservation Fund	Community Preservation Committee	61
	CAPITAL ARTICLES		
42	Rescind Debt Authorizations	Board of Selectmen	61
43	Appropriate for General Fund Cash Capital	Board of Selectmen	62
44	Appropriate for Public Works Infrastructure Program	Board of Selectmen	66
45	Appropriate for RTS Enterprise Fund Cash Capital	Board of Selectmen	67
46	Appropriate for RTS Fleet Replacement	Board of Selectmen	68
47	Appropriate for Sewer Enterprise Fund Cash Capital	Board of Selectmen	69
48	Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen	69
	TOWN RESERVE ARTICLES		
49	Appropriate to Athletic Facility Stabilization Fund	Board of Selectmen	70
50	Appropriate to Debt Service Stabilization Fund	Board of Selectmen & Finance Committee	71
51	Appropriate to Stabilization Fund	Board of Selectmen & Finance Committee	71
52	Omnibus	Board of Selectmen	72

Summary of Revenue
FY2015 - FY2017
General Fund Only

	FY2015	FY2016	FY2017
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	$7,095,307	$5,360,000	$5,550,000
Departmental Activities	$3,400,204	$2,845,500	$3,676,000
Fines & Forfeits & Assessments	$151,293	$117,000	$117,000
Investment Income	101,273	67,500	67,500
Medicaid	211,056	10,000	25,000
Miscellaneous Revenue	13,758	10,500	11,318
Miscellaneous Non-recurring	632,377	0	0
SUB-TOTAL	**$11,605,268**	**$8,410,500**	**$9,446,818**
Property Taxes & State Aid			
Real & Personal Property Tax Levy	$112,610,696	$119,291,863	$125,030,651
Cherry Sheet Revenue (State Aid)	$10,641,851	$10,811,766	$11,019,297
SUB-TOTAL	**$123,252,547**	**$130,103,629**	**$136,049,948**
Other Available Funds & Free Cash			
Undesignated Fund Balance (Free Cash)	$4,152,348	$5,931,875	$5,895,000
Overlay Surplus	$652,500	$885,195	$990,000
Reserved for Appropriation - Parking	$40,000	$65,000	$70,000
Transfer from other Articles	$0	$387,605	$52,000
Reserved for Debt Exclusion Offset	$105,026	$99,550	$93,445
SUB-TOTAL	**$4,949,874**	**$7,369,225**	**$7,100,445**
Total General Fund Revenue	**$139,807,689**	**$145,883,354**	**$152,597,211**
Adjustments to General Fund Revenue			
Enterprise & CPA Reimbursements	$2,172,171	$1,806,251	$1,672,313
SUB-TOTAL	**$2,172,171**	**$1,806,251**	**$1,672,313**
Total Revenue Available for General Fund Uses	**$141,979,860**	**$147,689,605**	**$154,269,524**

Account Balances

Athletic Facility Improvement Fund	As of March 31, 2016	$1,974,847
Capital Facility Fund	As of March 31, 2016	$1,310,379
Capital Improvement Fund	As of March 31, 2016	$670,479
Free Cash	As of March 31, 2016	$6,890,372
Overlay Surplus	As of March 31, 2016	$1,000,000
Parking Meter Fund	As of March 31, 2016	$339,436
Sewer Enterprise Fund Retained Earnings	As of March 31, 2016	$1,863,803
Solid Waste Enterprise Fund Retained Earnings	As of March 31, 2016	$980,788
Stabilization Fund	As of March 31, 2016	$3,926,008
Water Enterprise Fund Retained Earnings	As of March 31, 2016	$2,833,584

Summary of Expenditures
FY2015 - FY2017
General Fund Only

	Expended FY2015	Current Budget FY2016	Recommended FY2017
Town Wide Group	**$33,569,411**	**$37,619,978**	**$43,467,857**
Department Budgets			
Board of Selectmen/Town Manager	$813,117	$896,835	$873,304
Town Clerk/Board of Registrars	$337,597	$366,834	$398,329
Town Counsel	$346,924	$329,422	$329,442
Personnel Board	$0	$15,000	$15,000
Finance Department	$2,290,256	$2,561,047	$2,641,207
Finance Committee	$33,279	$35,225	$36,983
Planning and Community Development	$433,431	$491,954	$515,350
Police Department	$5,529,782	$6,244,476	$6,502,837
Fire Department	$6,930,945	$7,215,713	$7,288,506
Building Department	$562,152	$610,070	$702,367
Minuteman Regional High School	$893,211	$654,134	$720,437
Needham Public Schools	$57,873,958	$61,480,687	$65,189,914
Department of Public Facilities	$7,998,447	$8,614,652	$6,181,359
Department of Public Works	$6,495,862	$5,453,328	$5,578,786
Municipal Parking Program	$60,787	$97,730	$99,864
Municipal Lighting Program	$201,113	$254,951	$0
Health and Human Services Department	$1,209,772	$1,436,095	$1,491,265
Commission on Disabilities	$1,678	$2,050	$2,050
Historical Commission	$333	$1,050	$1,050
Library	$1,473,486	$1,578,602	$1,591,873
Park & Recreation	$531,066	$610,254	$599,597
Memorial Park	$749	$750	$750
Department Budget Total	**$94,017,943**	**$98,950,859**	**$100,760,270**
Total Budget	**$127,587,354**	**$136,570,837**	**$144,228,127**
Other Appropriations			
General Fund Cash Capital	$2,667,260	$2,752,911	$2,441,117
Other Financial Warrant Articles	$53,805	$972,500	$688,222
Transfers to Other Funds	$1,924,125	$2,967,488	$3,546,937
Total Other Appropriations	**$4,645,190**	**$6,692,899**	**$6,676,276**
Other Uses			
Other Amounts Required to be Provided	$516,289	$124,697	$50,083
State & County Assessments	$1,259,920	$1,291,397	$1,325,038
Provisions for Abatements & Exemptions	$3,258,232	$3,009,775	$1,990,000
Total Other Uses	**$5,034,441**	**$4,425,869**	**$3,365,121**
Total General Fund Expenses	**$137,266,985**	**$147,689,605**	**$154,269,524**

Town of Needham

General Fund

FY2017 Budget Recommendation - Submitted by the Finance Committee

FY2017 Line #	Description	FY2015 Expended	FTE*	FY2016 Current Budget (03/04/2016)	FTE*	FY2017 Finance Committee Recommendation	FTE*	%	FY2017 Amendments
Townwide Expenses									
1	Casualty, Liability, Property & Self Insurance Program	$536,000		$560,000		$582,400			
2	Debt Service	$11,580,940		$11,474,301		$11,161,839			
3	Group Health Insurance, Employee Benefits, Assessments & Administrative Costs	$10,167,091		$11,770,207		$13,197,691			
4	Needham Electric, Light & Gas Program					$3,414,290			
5	Retiree Insurance & Insurance Liability Fund (OPEB)	$5,140,198		$5,336,302		$5,568,923			
6	Retirement Assessments	$5,558,930		$6,185,312		$6,724,500			
7	Workers Compensation	$586,252		$609,702		$634,090			
8	Classification Performance & Settlements	Transfers Only		$159,387		$600,000			
9	Reserve Fund	Transfers Only		$1,524,767		$1,584,124			
	Townwide Expense Total	**$33,569,411**		**$37,619,978**		**$43,467,857**		**15.5%**	
Board of Selectmen & Town Manager									
10A	Salary & Wages	$715,158	8.0	$785,523	9.0	$755,962	8.0		
10B	Expenses	$97,959		$111,312		$117,342			
	Total	$813,117		$896,835		$873,304			
Town Clerk & Board of Registrars									
11A	Salary & Wages	$293,229	4.0	$321,314	4.0	$345,579	4.0		
11B	Expenses	$44,368		$45,520		$52,750			
	Total	$337,597		$366,834		$398,329			
Town Counsel									
12A	Salary & Wages	$73,584		$75,422		$75,442			
12B	Expenses	$273,340		$254,000		$254,000			
	Total	$346,924		$329,422		$329,442			

Town of Needham

General Fund

FY2017 Budget Recommendation - Submitted by the Finance Committee

FY2017 Line #	Description	FY2015 Expended	FTE*	FY2016 Current Budget (03/04/2016)	FTE*	FY2017 Finance Committee Recommendation	FTE*	%	FY2017 Amendments
Personnel Board									
13A	Salary & Wages	$0		$15,000		$0			
13B	Expenses	$0		$0		$15,000			
	Total	$0		$15,000		$15,000			
Finance Department									
14A	Salary & Wages	$1,497,285	23.2	$1,709,311	22.6	$1,747,977	22.6		
14B	Expenses	$755,471		$813,261		$824,755			
14C	Capital	$37,500		$38,475		$68,475			
	Total	$2,290,256		$2,561,047		$2,641,207			
Finance Committee									
15A	Salary & Wages	$32,462	0.5	$34,000	0.5	$35,733	0.5		
15B	Expenses	$817		$1,225		$1,250			
	Total	$33,279		$35,225		$36,983			
Planning and Community Development									
16A	Salary & Wages	$406,842	5.8	$463,636	5.8	$486,742	6.1		
16B	Expenses	$26,589		$28,318		$28,608			
	Total	$433,431		$491,954		$515,350			
	General Government and Land Use	**$4,254,604**	**41.5**	**$4,696,317**	**41.9**	**$4,809,615**	**41.2**	**2.4%**	
Police Department									
17A	Salary & Wages	$5,138,377	59.0	$5,765,222	59.0	$5,967,300	59.0		
17B	Expenses	$221,292		$312,290		$306,635			
17C	Capital	$170,112		$166,964		$228,902			
	Total	$5,529,781		$6,244,476		$6,502,837			

Town of Needham

General Fund

FY2017 Budget Recommendation - Submitted by the Finance Committee

FY2017 Line #	Description	FY2015 Expended	FTE*	FY2016 Current Budget (03/04/2016)	FTE*	FY2017 Finance Committee Recommendation	FTE*	%	FY2017 Amendments
Fire Department									
18A	Salary & Wages	$6,652,379	71.0	$6,894,466	71.0	$6,942,435	71.0		
18B	Expenses	$249,319		$300,936		$322,236			
18C	Capital	$29,247		$20,311		$23,835			
	Total	$6,930,945		$7,215,713		$7,288,506			
Building Department									
19A	Salary & Wages	$541,313	8.6	$579,030	8.6	$651,327	9.8		
19B	Expenses	$20,839		$31,040		$51,040			
	Total	$562,152		$610,070		$702,367			
	Public Safety	**$13,022,878**	**138.6**	**$14,070,259**	**138.6**	**$14,493,710**	**139.8**	**3.0%**	
Minuteman Assessment									
20	Assessment	$893,211		$654,134		$720,437			
	TOTAL	$893,211		$654,134		$720,437			
Needham Public Schools									
21	Public School Budget	$57,873,958	695.2	$61,480,687	706.0	$65,189,914	718.2		
	TOTAL	$57,873,958		$61,480,687		$65,189,914			
	Education	**$58,767,169**	**695.2**	**$62,134,821**	**706.0**	**$65,910,351**	**718.2**	**6.1%**	
Department of Public Facilities									
22A	Salary & Wages	$3,273,243	56.0	$3,586,006	57.0	$3,619,482	58.0		
22B	Expenses	$4,677,054		$5,028,646		$2,561,877			
22C	Capital	$48,150		$0		$0			
	Total	$7,998,447		$8,614,652		$6,181,359			

Town of Needham

General Fund

FY2017 Budget Recommendation - Submitted by the Finance Committee

FY2017 Line #	Description	FY2015 Expended	FTE*	FY2016 Current Budget (03/04/2016)	FTE*	FY2017 Finance Committee Recommendation	FTE*	%	FY2017 Amendments
Department of Public Works									
23A	Salary & Wages	$3,326,637	49.0	$3,483,097	49.0	$3,589,558	49.0		
23B	Expenses	$1,449,580		$1,548,231		$1,542,389			
23C	Capital	$6,275		$18,000		$38,800			
23D	Snow and Ice	$1,713,370		$404,000		$408,039			
	Total	$6,495,862		$5,453,328		$5,578,786			
Municipal Parking Program									
24	Program Budget	$60,787		$97,730		$99,864			
	Total	$60,787		$97,730		$99,864			
Municipal Lighting Program									
N/A	Program Budget	$201,113		$254,951		$0			
	Total	$201,113		$254,951		$0			
	Public Facilities and Public Works	**$14,756,209**	**105.0**	**$14,420,661**	**106.0**	**$11,860,009**	**107.0**	**-17.8%**	
Health and Human Services Department									
25A	Salary & Wages	$970,464	14.0	$1,190,850	14.3	$1,235,205	14.3		
25B	Expenses	$239,308		$245,245		$256,060			
	Total	$1,209,772		$1,436,095		$1,491,265			
Commission on Disabilities									
26A	Salary & Wages	$1,500		$1,500		$1,500			
26B	Expenses	$178		$550		$550			
	Total	$1,678		$2,050		$2,050			
Historical Commission									
27A	Salary & Wages	$0		$0		$0			
27B	Expenses	$333		$1,050		$1,050			
	Total	$333		$1,050		$1,050			

Town of Needham

General Fund

FY2017 Budget Recommendation - Submitted by the Finance Committee

FY2017 Line #	Description	FY2015 Expended	FTE*	FY2016 Current Budget (03/04/2016)	FTE*	FY2017 Finance Committee Recommendation	FTE*	%	FY2017 Amendments
Needham Public Library									
28A	Salary & Wages	$1,156,157	13.0	$1,250,534	13.0	$1,262,855	13.6		
28B	Expenses	$317,329		$328,068		$329,018			
	Total	$1,473,486		$1,578,602		$1,591,873			
Park & Recreation Department									
29A	Salary & Wages	$428,256	4.0	$496,254	4.0	$495,097	4.0		
29B	Expenses	$102,810		$114,000		$104,500			
	Total	$531,066		$610,254		$599,597			
Memorial Park									
30A	Salary & Wages	$0		$0		$0			
30B	Expenses	$749		$750		$750			
	Total	$749		$750		$750			
	Community Services	**$3,217,084**	**31.0**	**$3,628,801**	**31.3**	**$3,686,585**	**31.9**	**1.6%**	
	Department Budgets	**$94,017,944**	**1,011.3**	**$98,950,859**	**1,023.8**	**$100,760,270**	**1,038.1**	**1.8%**	
	Total Operating Budget	**$127,587,355**		**$136,570,837**		**$144,228,127**		**5.6%**	

This page is intentionally blank.

WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2016
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School – Gymnasium
Precinct G	-	Needham High School – Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE TWELFTH DAY OF APRIL, 2016

from seven o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Selectman for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years.

Eight Town Meeting Members from Precinct A for Three Years;

Eight Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
One Town Meeting Member from Precinct E for One Year;
One Town Meeting Member from Precinct E for Two Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years;
One Town Meeting Member from Precinct J for One Year.

Warrant for the Annual Town Meeting

Monday, May 2, 2016 at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2016, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$79,750
Town Clerk with 6 years of service in that position	$96,500 (1)
Selectmen, Chairman	$1,800
Selectman, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $6,755, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $53,574. The annual salary of $96,500 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $9,928. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $13,900; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – FIRE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

FINANCE ARTICLES

ARTICLE 7: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2017, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 100% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid in the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2016, the cumulative increase above the statutory limit was 100%.

ARTICLE 8: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $13,222 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the

Town Manager, and to meet this appropriation that $13,222 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of $25,000 (2008 dollars). The voluntary fund received $13,222 in fiscal year 2015.

ARTICLE 9: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $15,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Senior Corps is a program whereby qualified elderly and/or disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid up to $1,000 per year, which is applied to their property tax bills.

ARTICLE 10: APPROPRIATE FOR EMERGENCY PREPAREDNESS PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $70,000 for the purpose of funding an emergency preparedness program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $70,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Municipal emergency management includes not only planning for the safety of residents, visitors, and businesses, but also the security of municipal assets including buildings and personnel. The request would provide funding to develop and revise emergency plans (which have not been updated to reflect the Town's growth in the last decade), to train staff members and inform the public about those plans, and to test the staff members' knowledge and capability to successful execute those plans by means of drills and exercises. All of these activities will be undertaken with the overall goal of ensuring that the Town of Needham will quickly and appropriately respond to protect the health and safety of the community during man-made emergencies, severe weather, and natural disasters. The project will be overseen by the Town's Director of Public Health and Fire Chief, and is anticipated to take up to two years to complete.

ARTICLE 11: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $590,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $400,000 be transferred from Free Cash and $190,000 be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Public Facilities Maintenance Program has been removed from the cash capital article given that the program supports maintenance activities, and many of the projects do not meet the definition of capital expenditure. The program includes annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require otherwise, the FY2017 program will fund duct cleaning at the Hillside School, Public Services Administration Building, Library, and Eliot School, flooring replacement at the Broadmeadow and Pollard Schools, wood floor refinishing, renovation of two bathrooms, replacing seats in the auditorium and replacing lockers at the Pollard School, and xeriscaping at Needham High School.

ARTICLE 12: APPROPRIATE THE FY2017 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $70,000, from Free Cash in the amount of $1,763,165, from the overlay surplus in the amount of $800,000, from amounts reserved for debt exclusion offsets in the amount of $93,445, and $456,313 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as Shown on Pages 15 - 19

ARTICLE 13: APPROPRIATE THE FY2017 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

RTS Enterprise
FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
101A	Salary & Wages	$665,545	10.0	$739,993	10.0	$766,816	10.0	
101B	Expenses	$1,204,176		$1,153,651		$1,200,969		
101C	Operating Capital	$79,318		$86,000		$86,500		
101D	Debt Service	$117,108		$150,000		$150,000		
102	Reserve Fund	Transfers Only		$25,000		$25,000		
	TOTAL	**$2,066,147**	**10.0**	**$2,154,644**	**10.0**	**$2,229,285**	**10.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					3.5%	

and to meet this appropriation that $1,420,000 be raised from the tax levy and transferred to the RTS Enterprise Fund, and that $20,096 be transferred from RTS Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town of Needham provides residents with recycling and waste disposal services at the Town's Recycling Center and Transfer Station (RTS). The RTS is a residential drop-off facility with a pay-per-throw program. To use the RTS, residents must obtain a special sticker which is affixed to the windshield of the vehicle transporting recycling and or trash into the RTS. Residents may purchase special bags for their non-recyclable trash disposal or may haul trash into the center and have it weighed before disposing, paying a fee. These fees combined cover some of the costs for operating the RTS. The RTS is one of the most utilized facilities within the Town - approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for many Town departments along with material processing and snow storage services for the Department of Public Works. Additionally, the RTS provides a variety of other specialty recycling options for residents such as books, clothing, and many others.

FY2017 will be the third year of the new funding model for the Recycling and Transfer Station Enterprise, which now includes a higher contribution from the General Fund to offset the loss of revenue collected through the annual sticker fee that was paid by residents. This payment, along with pay-per-throw bag and other rubbish disposal fees and miscellaneous revenue, provides the funds to support and operate the center. The General Fund contribution of $1,420,000 for FY2017 is the same as FY2016. Direct financing of the facility through the tax levy expands access to the facility, and recognizes the "public good" aspect of many of the recycling, yard waste, and waste ban item disposal services. The contribution was held flat through the use of retained earnings, an increase in recycling revenue and pay-per-throw charges, and rental income from SolarCity, the operator of the solar array on RTS property.

The recommended operating budget for FY2017 is $2,229,285 or $74,641 (3.5%) more than the FY2016 budget. The $26,823 (3.6%) change in the salary and wages line reflects the collective bargaining agreement for FY2017 with the Union. The RTS has 10 full-time employees, of which 8 are members of

the NIPEA union. The $47,318 (4.1%) increase in the expense line results primarily from higher costs for solid waste hauling and disposal ($21,926); use of an outside service to grind wood waste due to the removal of wood grinder from service, which was offset in part by the expenses no longer incurred for repairs to the wood grinder ($8,900); and rental of an excavator annually for material moving ($8,000). The balance of the increase is for various operational expenses that are higher due to contract prices, volume, and or increased activity. The operating capital line is $500 (0.6%) more than FY2016 and the funds are used to replace an open top trailer and roll-off containers. The open top trailer is used to haul trash to the waste to energy plant in Millbury. The roll-off containers are used by residents to drop off trash and recycling; these are part of an annual replacement schedule.

Debt service is level funded at $150,000, and supports the debt capacity requirements to continue the current RTS operations. The reserve fund is level dollar as well for FY 2016.

The RTS also reimburses the General Fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs.

ARTICLE 14: APPROPRIATE THE FY2017 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$930,174	12.0	$987,170	12.0	$1,019,922	12.0	
201B	Expenses	$338,417		$402,011		$415,585		
201C	Capital Outlay	$24,442		$50,000		$50,000		
201D	MWRA Assessment	$5,466,144		$5,462,757		$5,718,107		
201E	Debt Service	$1,338,092		$1,500,000		$1,500,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,097,269**	**12.0**	**$8,436,938**	**12.0**	**$8,738,614**	**12.0**	
	FY2017 Budget Percentage Change from FY2016 Budget						3.6%	

and to meet this appropriation that $519,846 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and $404,156 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges

its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

Budget Line	FY2017 Sewer Operations	FY2017 Drains Program	FY2017 Recommended Budget	FY2016 Sewer Operations	FY2016 Drains Program	Current FY2016 Sewer Budget
Salary & Wages	$650,739	$369,183	$1,019,922	$634,673	$352,497	$987,170
Expenses	$264,922	$150,663	$415,585	$260,020	$141,991	$402,011
Capital Outlay	$50,000	$0	$50,000	$50,000	$0	$50,000
MWRA Assessment	$5,718,107	$0	$5,718,107	$5,462,757	$0	$5,462,757
Debt Service	$1,500,000	$0	$1,500,000	$1,500,000	$0	$1,500,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,218,768	$519,846	$8,738,614	$7,942,450	$494,488	$8,436,938

	FY2017 Sewer Operations $ Change	FY2017 Drains Operations $ Change	FY2017 Sewer Enterprise $ Change	FY2017 Sewer Operations % Change	FY2017 Drains Operations % Change	FY2017 Sewer Enterprise % Change
Salary & Wages	$16,066	$16,686	$32,752	2.5%	4.7%	3.3%
Expenses	$4,902	$8,672	$13,574	1.9%	6.1%	3.4%
Capital Outlay	$0	$0	$0	0.0%		0.0%
MWRA Assessment	$255,350	$0	$255,350	4.7%		4.7%
Debt Service	$0	$0	$0	0.0%		0.0%
Reserve Fund	$0	$0	$0	0.0%		0.0%
Total	$276,318	$25,358	$301,676	3.5%	5.1%	3.6%

The operating budget of $8,738,614 for FY2017 is $301,676 more than the current FY2016 budget, an increase of 3.6%. This increase is mainly due to the increase in the MWRA assessment for the Town's sewerage and wastewater disposal. The increase in the assessment represents nearly 86% of the total increase in the budget for FY2017. No new spending requests were presented with this budget. The Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff and operationally it is more effective to budget and monitor this work through the Sewer Enterprise Fund budget. However, the costs not associated with Sewer operations are funded by taxation and not by Sewer use fees. The preceding table provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

The FY2017 Sewer operations portion of the budget is $276,318 higher, an increase of 3.5% over the current year. The preliminary MWRA assessment for FY2017 is $255,350 more than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor. The FY2017 drains operations portion of the budget is $25,358 (5.1%) more than the current year.

The salary and wages line is $1,019,922 for FY2017 which is an increase of $32,752 or 3.3%. The sewer division has 12 full-time employees of which 11 are members of the NIPEA union. The Town and the Union have a collective bargaining agreement in place for FY2017. There is no increase in the number of funded positions.

The increase in expense line is due to inflationary, regulatory, and monitoring efforts. The expense line is $415,585 which is $13,574 or 3.4% more than the current year. The increase is primarily attributable to higher electric and natural gas costs. The cost per kWh is increasing and natural gas use is higher because of the new sewer pump station (Reservoir B) which opened last year. Most other expense changes were offsetting where an increase in one expense type was offset by a decrease in another expense.

The operating capital line is level funded at $50,000 for FY2017. This budget line pays for grinder replacements and allows the department to continue its annual $25,000 allocation for sewer pump and small power equipment replacement. The plan for FY2017 is the replacement of the Great Plain Avenue Pump Station grinder and replacement of pump (#2) at the West Street pump station.

The sewer debt service budget line is also level dollar at $1,500,000 for FY2017, which is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The reserve fund is level dollar for FY2017. The budget plan for FY2017 includes the use of $404,156 from sewer retained earnings. The $519,846 to be transferred from the tax levy is to pay for drains-related programs.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

ARTICLE 15: APPROPRIATE THE FY2017 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise

FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,049,485	16.0	$1,105,680	16.0	$1,134,686	16.0	
301B	Expenses	$1,055,256		$1,034,526		$1,079,267		
301C	Capital Outlay	$19,197		$30,500		$4,000		
301D	MWRA Assessment	$1,193,697		$1,012,962		$1,043,468		
301E	Debt Service	$1,545,746		$1,550,000		$1,550,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,863,381**	**16.0**	**$4,808,668**	**16.0**	**$4,886,421**	**16.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					1.6%	

or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 4.0 million gallons of water per day). The current water withdrawal permit from the Department of Environmental Protection (DEP) allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2017 is $77,753 (3.6%) more than the FY2016 budget. One of the contributing factors in the increase for FY2017 is the MWRA assessment for the Town's use of water. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2017 water assessment is based on CY2015 water use. The Town's use of MWRA water was up approximately 9% from the prior year. The preliminary water assessment for FY2017 is $1,043,468 which is $30,506 (3.0%) more than the assessment for FY2016. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	2013	2014	2015
Water Production*	1,267.8	1,235.9	1,256.8
Water Production from MWRA	354.8	279.0	304.1
Water Production from Town Wells	913.0	956.9	952.7
Percentage from MWRA	28.0%	22.6%	24.2%
*millions of gallons			
Water meters replaced	945	1,224	1,153
Percentage of the total number of water meters in place for that year	6.7%	8.4%	7.8%

The salary and wage expense line shows an increase of $29,006 (2.6%) over the FY2016 budget. The Enterprise Fund has 16 full time employees of which 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The Town has collective bargaining agreements with both unions for FY2017. As with the RTS and Sewer enterprise budgets, there is no increase in the number of funded positions.

The Water Enterprise Fund expense line is $44,741 higher than the current budget, approximately 4.3% more. The increase results from higher energy costs ($33,533) increase in repairs and maintenance ($14,500), other purchase of services ($11,000), communications ($8,600), and various other expenses

($2,500). The increase was offset in part by reductions in professional and technical services ($14,525), governmental charges ($5,000), vehicle supplies ($4,467), and other supplies ($1,400). The higher energy costs are in electricity and natural gas for similar reasons as the Sewer Enterprise saw, higher charge for electricity for FY2017 and opening of the new pump station which converted from oil to natural gas. The cost for natural gas is less than the cost would have been if it new facility remained on oil heat. The increase costs for repairs include road trench repairs when water pipes are accessed by digging in the public way. Communication expenses are higher due to the increased rate charged to the Town for telemetering and emergency dialers. The reduction to the professional and technical expense and other supplies is based on contracts and anticipated demand for service. Vehicle supplies are lower due to much lower diesel and gasoline costs.

The operating capital amount of $4,000 is $26,500 (87%) less than budgeted for FY2016. The budget provides for a nominal power equipment replacement allowance. Debt service is level funded at $1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. The water reserve fund is level dollar for FY2017

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 16: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2016:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY2017 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	**$4,100**
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	**$60,000**
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	**$10,000**
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	**$3,000**
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	**$25,000**
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	**$75,000**

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY2017 Budget
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	**$25,000**
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	**$819,000**
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	**$250,000**

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

ARTICLE 17: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90

funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2017 awards amounts had not been released.

ZONING / LAND USE ARTICLES

ARTICLE 18: AMEND ZONING BY-LAW – MIXED-USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

(a) In Section 2.1, Classes of Districts, by adding a new Overlay District designation category as follows:

"MUOD - Mixed-Use Overlay District"

(b) In Section 3, Use Regulations, by inserting a new Subsection 3.14, Mixed-Use Overlay District, to read as follows:

"3.14 Mixed-Use Overlay District

3.14.1 Purpose of District

The purposes of the Mixed-Use Overlay District (hereinafter referred to as the "MUOD") include but are not limited to:

(a) Promoting a range and balance of land uses;
(b) Facilitating integrated physical design and encouraging interaction among activities;
(c) Permitting mixed use (commercial and residential) on individual development sites that are currently zoned within Mixed Use-128 and the northern Highland Commercial-128, i.e. the northern portion of Highland Commercial-128 abutting the Mixed Use-128 zoning district (hereinafter "the abutting Highland Commercial-128");
(d) Permitting mixed use (commercial and residential) within the area currently zoned Mixed Use-128 and the abutting Highland Commercial-128;
(e) Establishing controls which will facilitate responsible development while protecting the public interest by limiting the aggregate amount of development;
(f) Permitting flexible development on individual lots;
(g) Promoting site features and layouts conducive to a variety of uses;
(h) Promoting a pedestrian-friendly living and working environment; and
(i) Providing housing in Needham.

3.14.2 Scope of Authority

The MUOD is an overlay district superimposed on the Mixed Use-128 and the abutting Highland Commercial-128 District. All uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section. Where the MUOD authorizes uses not otherwise allowed in the underlying district, specifically multifamily residential, the provisions of the MUOD shall control. The Planning Board shall be the Special Permit Granting Authority ("SPGA") for every MSP (as defined below) and any other Special Permit required for development for a MUOD Project whether permitted by Special Permit in the

underlying zoning district or in the MUOD. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable in the MUOD, except as set forth herein.

If the proponent elects to proceed under the zoning provisions of the underlying district, the Zoning By-Laws applicable in the underlying district shall control and the provisions of the Mixed-Use Overlay District shall not apply.

3.14.3 Definitions

Concept Plan: An optional submittal for a Master Special Permit which provides a preliminary site plan for MUOD Projects detailing the proposed character, uses, site layout, impacts and amenities. The requirements of the Concept Plan are set forth in the following sections.

Master Special Permit ("MSP"): The Special Permit that an applicant must obtain prior to or in conjunction with obtaining any Site Plan Review approvals for a MUOD Project as provided in the Section 7.4 Site Plan Review.

MUOD Project: Residential uses alone or in combination with retail, commercial, office, municipal, and/or service establishments, as may be approved by the Planning Board for the MUOD by issuance of the MSP.

MUOD: The Mixed-Use Overlay District ("MUOD") comprising the land presently part of the Mixed Use-128 District and the abutting Highland Commercial-128 District.

Site Plan Review: The Site Plan Review as provided in Section 7.4 that an applicant must obtain as part of approval for any MUOD Project.

3.14.4 Approval Process

3.14.4.1 Overview

Prior to applying for a building permit for a MUOD Project, the following review sequence is recommended.

(a) Concept Plan at the discretion of applicant.
(b) Master Special Permit application and Site Plan Review application.

3.14.4.2 Concept Plan

Prior to the application for approval of any MUOD Project, a Concept Plan may be filed with the Planning Board for review at a scheduled public meeting or meetings. The Concept Plan shall generally define the proposed MUOD Project's character, uses, site layout, impacts and amenities. The Planning Board shall provide written commentary regarding whether the Concept Plan is in compliance with the provisions of this MUOD. A Concept Plan submission, if chosen to be made by an applicant, at a minimum shall include:

(a) A preliminary survey plan signed by a registered surveyor;
(b) A preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, general site grading with finish floor elevations, parking locations and total spaces allocated, landscaping concepts, roads, walkways, egress and access roads, open space and wetlands;

(c) A preliminary utilities plan showing the proposed location of all germane utilities such as water supply, sewer service, storm water, gas, electric and other germane and or similar utilities;
(d) A preliminary subdivision plan, if applicable;
(e) Proposed buildings as to location, use classification, general architectural design, and size; and
(f) A zoning chart detailing uses and dimensional requirements (existing, required and proposed) including the need for special permits and/or waivers.

After review of the Concept Plan, the Planning Board shall provide written comments to the applicant regarding the consistency of the Concept Plan with the objectives and criteria of the MUOD. The Planning Board may, in its written comments, provide suggestions regarding any and all aspects of the Concept Plan. The Planning Board shall advise the applicant of the Planning Board's comments within sixty (60) days following submittal of the Concept Plan, unless such time is extended by written agreement of the Planning Board and the applicant. The comments of the Planning Board on the submitted Concept Plan shall be advisory in nature and shall be without binding effect on either the Planning Board or the applicant. Said comments shall not be subject to appeal.

3.14.4.3 Master Special Permit (MSP)

Every MUOD Project must obtain a MSP issued by the SPGA. The purpose of the MSP is to specify the design, architectural character, site layout and improvements, traffic improvements, traffic impacts and their mitigation, adequate egress and access from and to the site, environmental impacts and their mitigation, specific locations and uses for buildings, public amenities, future division of the property, and other information required for the public and boards of the Town.

No MSP shall be granted unless the proposed project is in compliance with the performance standards set forth in Section 3.14.9.

A MSP shall govern all future development of a particular MUOD Project. All construction and associated improvements in a MUOD Project must be in compliance with the MSP.

The applicant must supply the Planning Board with sufficient copies of the application for a MSP, along with all supporting documents and plans, as are necessary to provide to other local boards, agencies, and officials for review and comment.

Any proposed structure or improvement to the site must be in compliance with the MSP. Anyone seeking in the future to construct any structure, or make any improvement not approved by the MSP, or change to a different use from that approved by MSP, must apply to the Planning Board for approval of such changes in such manner as the Planning Board determines applicable. Such change or modification must meet all the performance standards then in effect.

3.14.4.4 Special Permit and Site Plan Review within the MUOD.

Within the MUOD, the uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section.

In addition to the uses allowed by right or by special permit in the underlying zoning districts, the following residential uses are allowed by MSP in the MUOD: multifamily dwellings (defined herein as four or more dwelling units) and multifamily dwellings above commercial uses. Single, two-family, or three family dwellings are not allowed.

MSP and other special permits must be obtained prior to or in conjunction with the Site Plan Review application for a MUOD Project. In subsequent applications seeking modifications of a MSP to construct any structure or make any improvement to a MUOD Project not approved by the MSP, or change to a different MUOD Project use from that approved by the MSP, those modifications must be obtained prior to or in conjunction with the application to modify the Site Plan Review decision.

The purpose of the Site Plan Review shall be to ensure that any proposed building and site improvements are in compliance with the MSP, the uses approved therein, efficient site flow and improvements, requisite traffic improvements and mitigation of project impacts, adequate egress and access from and to the project, mitigation of environmental impacts, and designation of specific locations and uses for buildings, structures and public amenities. Site Plan Review shall include the following components for review and approval: building design and elevations, directional signage, landscaping, lighting, parking, and compliance with the MSP. The application shall also be reviewed for compliance with performance standards set forth in Section 3.14.9 and with the specific conditions of the proposed MUOD MSP.

The Planning Board shall hold its hearing on a MSP, other special permits, and Site Plan Review application only after receipt of complete applications.

After approval of the Site Plan Review application, special permits (if applicable), and MUOD MSP, no structure previously approved may be changed to a different use or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable to the particular change.

3.14.5 Special Permit Decision Criteria

Any special permits required for uses and/or dimensional requirements in the underlying zoning districts shall be subject to the criteria set forth in other sections of this Zoning By-Law in regards to the granting of special permits.

When the application is for a MSP, the Planning Board shall consider, in addition to the criteria set forth in other sections of the Zoning By-Law with regard to the granting of special permits, whether the MUOD Project complies with the use regulations, dimensional requirements and performance standards set forth herein. The MSP shall be granted in the MUOD by the Planning Board only upon the Board's written determination that the adverse effects, if any, of the proposed MUOD Project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site.

3.14.6 Special Permit Conditions

Where the Planning Board grants any special permit and/or MSP, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including but not limited to the following:

(a) A phasing schedule for construction of each component part of the project which ensures integration of residential, nonresidential and municipal uses;
(b) A demolition and construction schedule, including a construction traffic management plan;
(c) Hours of operation, site maintenance, delivery and waste removal times and lighting schedule;
(d) Recording of approved special permits, MSP, and Site Plan Review decision in the Norfolk Registry of Deeds, and if registered land, in the Norfolk Registry District of the Land Court prior to the issuance of any building permits.

(e) All development shall be in compliance with plans approved in the MSP, other special permits and Site Plan Review decision and with all applicable federal, state, and local laws, rules and regulations and By-Laws.
(f) If circumstances so warrant, with respect to a MSP, continued monitoring of off-site impacts to traffic and the environment in appropriate locations with regard to MUOD development; and
(g) The Planning Board or its designated representative shall have the right to make inspections during the construction process at the applicant's expense.

3.14.7 Time Limit

Until such time as the MSP and Site Plan Review decision are issued for a MUOD Project, and the appeal period following the Planning Board's decisions has expired with no appeal having been filed, or any filed appeal has been finally determined by a court of competent jurisdiction, the provisions of the underlying zoning shall solely govern the use and development of the property comprising the MUOD. At the time the MSP and Site Plan Review decisions are final, provided that the requirements of the first paragraph of G.L. ch.40A, Section 6 are met, the zoning of the MUOD shall apply. If an applicant has not made effective use of an issued MSP within two years of its issuance, then the MSP shall expire; provided, however, that the Planning Board may, upon application filed prior to such expiration, extend the MSP for one additional time period of up to three years. Nothing in this section is intended nor shall it be construed to affect the protections afforded special permits under G.L. ch.40A, Section 6.

3.14.8 Dimensional Requirements

The dimensional requirements of any MUOD Project shall be governed by the dimensional requirements of the underlying zoning district(s) except as follows:

(a) Height Limit: 70 feet and up to 84 feet by special permit, except within 350 feet of a river, in which event the building shall be limited in height to 54 feet.
(b) Maximum Lot Coverage: 65%.
(c) Minimum set back requirements from all lot boundaries shall be consistent with the setback requirements of the underlying district.
(d) Maximum FAR: 3.0 (not to include parking garages or below grade parking).
(e) As to residential units, parking shall be provided at 1.5 parking spaces per unit, except affordable units may be allowed to provide only 1 parking space per unit. Commercial development shall meet off-street parking requirements of the underlying district.
(f) The Minimum Lot size for development for a MUOD Project shall be two (2) acres.
(g) Consistent with Section 4.9.3 of the Needham Zoning By-Law, the Planning Board by special permit may waive any applicable dimensional regulation, including the regulations noted above, by 25%. However, this ability to grant waivers shall not include the limits on height and/or lot size. The ability to grant waivers from the parking requirements for residential units shall be governed by the special permit provisions of Section 5.1.1.5 of the Needham Zoning By-Law.

3.14.9 Performance Standards

The development of a MUOD Project in the MUOD shall comply with the following performance standards in lieu of those set forth elsewhere in the Zoning By-Law:

3.14.9.1 Residential Development

(a) Residential Development Cap: In the MUOD district no more than 250 dwelling units shall be permitted.
(b) At least 40% but not more than 70% of all dwelling units within any MUOD Project shall be one-bedroom units.
(c) At least 12.5% of all dwelling units shall be Affordable Units as defined below.

3.14.9.2 Landscaping

The applicant shall prepare a landscaping plan showing that the MUOD Project will meet the landscaping requirements of the Needham Zoning By-Law and the following standards: promote the establishment, protection, and enhancement of the natural landscape; ensure appropriate use of plant material in new construction; preserve natural tree cover; and promote the inclusion of new tree planting in order to reduce visual blights, noise and glare, prevent soil erosion, reduce stormwater runoff, increase ground water discharge, create shade and reduce solar overheating.

3.14.9.3 Massing

Any buildings proposed for a MUOD Project shall provide visual relief along the façade of each building.

Building design throughout a MUOD Project shall include designs which promote visual relief by varying roof lines, height and other aesthetic features.

3.14.9.4 Screening and Buffer Requirements

A MUOD Project shall provide an appropriate visual barrier, as determined by the Planning Board, between physical features of the MUOD Project and public streets and abutting properties. For example, dumpsters, trash handling areas, mechanical equipment at ground level or roof top, service entrances, utility facilities for building operation, loading docks or spaces and similar components shall be subject to visual barrier as determined by the Planning Board.

3.14.9.5 Stormwater Management

The stormwater management system serving any MUOD Project shall comply with all applicable federal, state and local laws, rules, regulations and By-Laws.

3.14.9.6 Roadways

In order to assure there is adequate access and egress for emergency vehicles and normal traffic expected in the MUOD Project, and safe pedestrian access, the roadways serving the MUOD Project shall comply with the Zoning By-Law. An applicant must demonstrate that the adequacy of the roadways providing access and egress to and from the MUOD Project and within the site itself ensures safe vehicular and pedestrian traffic.

3.14.9.7 Parking and Loading Standards

An application for a MUOD MSP shall include a parking plan setting forth the number of parking spaces and loading areas, the location and design of same, including lighting and landscaping. If required by the Planning Board, the application shall also include a parking and loading study which support such plan. The required off street parking spaces may be accommodated by employing at-grade parking areas, parking garages or below grade parking areas. Further, podium parking, a form of below grade parking, shall be allowed if the parking structure is not more than 4 feet above finished grade and designed and/or

landscaped in a manner that the Planning Board deems sufficient to properly buffer the podium parking structure from view.

3.14.9.8 Affordable Units

The following standards shall apply in the MUOD. All MUOD Projects shall include Affordable Units; further at least 12.5% of the dwelling units shall be Affordable Units. The term "Affordable Unit" shall mean a dwelling unit reserved in perpetuity for rental or ownership by a household earning less than 80% of area median family income, and priced to conform with the standards of the Massachusetts Department of Housing and Community Development ("DHCD") for rental or ownership units set forth in 760 CMR56, as amended from time to time, in order that such Affordable Unit shall be included in the DHCD Subsidized Housing Inventory. Affordable Units shall be subject to the following conditions:

(a) The Affordable Unit shall be affordable in perpetuity.
(b) Each Affordable Unit must be constructed and an occupancy permit obtained at the rate of at least one Affordable Unit for every seven market rate units.
(c) In computing the number of required Affordable Units, any fraction of a unit must be rounded up, and the result shall be the number of Affordable Units to be required.
(d) All required Affordable Units must be built within the MUOD Project and not off-site.

3.14.10 Peer Review

The Planning Board, at the expense of the applicant and pursuant to M.G.L. Chapter 44, Section 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, architects, landscape architects, wetlands scientists, lighting technicians, and experts on impacts, to review all Concept Plans, special permit applications, MSP, and Site Plan Review applications.

3.14.11 Rules and Regulations

The Planning Board may adopt rules and regulations for the implementation of this Section.

(c) In Section 7.6 Planning Board Subsection 7.6.1 Special Permit Granting Authority, by inserting the words "3.14" between the words "3.10" and "4.2.4".

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: As part of its ongoing mission to evaluate Town-wide economic conditions and to make recommendations to promote and encourage new and existing businesses, the Council of Economic Advisors ("the CEA") has been studying the implementation of a residential overlay in the Mixed-Use-128 and adjacent Highland Commercial-128 zoning districts in Needham Crossing, which overlay was first recommended in the Goody Clancy Zoning and Land Use Planning Study in 2001. To assure that any residential overlay proposal would, firstly, have in and of itself a positive fiscal impact and, secondly, have a positive economic impact on surrounding target areas, the CEA secured funding from the Massachusetts Housing Partnership and engaged the services of John Connery of Connery Associates to draft the required zoning article and to provide a formal fiscal analysis of its impact. After months of study, meetings with businesses, owners and residents in the area, and analysis, the recommended zoning approach was forwarded to the Board of Selectmen. Public hearings on the zoning proposal were held

by the Planning Board in March, 2016. This article represents the zoning approach as recommended by the Planning Board for adoption of Town Meeting.

The zoning amendment establishes the purposes to be served by the Mixed-Use Overlay District including: permitting a mix of residential and commercial uses on the same site or within the District, establishing controls which will facilitate responsible development while protecting the Town's fiscal and other interests, permitting flexible development on individual lots, and providing additional housing. The amendment sets out the procedure for seeking a Master Special Permit from the Planning Board in the Overlay and establishes specific special permit and site plan review requirements.

Based on fiscal projections, the amendment would allow for the establishment of a Mixed-Use Overlay District in which up to 250 units of residential units in the Overlay would be permitted. The number and makeup of the units was determined to provide a long-term sustainable positive tax base. Units in any project would be at least forty percent, but not more than seventy percent, one-bedroom. Twelve and one-half (12.5) percent of such housing would be affordable so that the Town would maintain the percentage required of its housing stock as affordable under the requirements of MGL Chapter 40B. Because the type of development most likely to provide a positive overall economic impact are larger residential facilities (on a somewhat smaller scale than Charles River Landing), the zoning provides for a two-acre minimum lot size. Unlike Downtown residential development, the zoning plan does not recommend isolated smaller residential projects over commercial establishments. Single family, two-family and three-family developments are not allowed. The amendment also sets out the off-street parking requirement for the residential units—1.5 parking spaces per unit (except for affordable units which is 1 parking space per unit). Any commercial development within the project must meet the underlying zoning districts' parking requirements.

Most of the dimensional requirements of the underlying zoning districts are incorporated into the Overlay. The amendment permits the allowable Floor Area Ratio to be increased to 3.0 (not including parking garages or structures) in order to incent the residential development. Like the underlying zoning, the amendment permits the Planning Board to waive dimensional requirements (except height and/or lot size restrictions) up to 25% by special permit. The amendment also provides guidelines for landscaping, massing of buildings or structures, screening and buffer requirements, roadways for access and egress, parking and loading and stormwater management. The Planning Board is also expressly authorized to engage a peer review consultant at the applicant's expense.

Because the Planning Board, CEA and study consultant have concluded future development of the Mixed Use-128 and abutting Highland Commercial-128 zoning districts depends on Needham's ability to be responsive to the requirements of future development, they are recommending adoption of the Overlay. Providing sufficient multi-family housing is necessary for the continuing development of the Town's economic engine in Needham Crossing.

ARTICLE 19: AMEND ZONING BY-LAW – MAP CHANGE TO MIXED-USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Mixed-Use Overlay District all that land described under Article 3, paragraph 2 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Mixed-Use 128 District (MU-128), said description being as follows:

"Beginning at the point of intersection of the easterly sideline of the Circumferential State Highway Layout of 1953, and the centerline of the MBTA right-of-way thence running northeasterly by said centerline to a point with its intersection with the centerline of the Charles River, thence turning and running southeasterly by the centerline of the Charles River to its intersection with a line 100 ft. northerly and parallel to the northerly sideline of Highland Avenue, thence turning and running westerly by said parallel line to its intersection with the westerly most sideline of Highland Circle, thence turning and running by said centerline northwesterly and westerly to the point of intersection with a line 200 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running westerly by said parallel line to a point of intersection with the easterly lot line of Lot 2, as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running southerly by said lot line to a point, thence turning and running westerly by the southerly lot line of Lot 2 to the point of intersection with the easterly sideline of Brook Road thence continuing in the same direction of said lot line to the intersection of the line of the end of Brook Road at the easterly sideline of the Circumferential Highway Layout of 1953, thence northerly by said Highway Layout to the point of beginning."

(b) Place in the Mixed-Use Overlay District all that land described under Article 3, paragraph 3 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Highland Commercial -128 District (HC-128) located north of Highland Avenue, said description being as follows:

"Beginning at the point of intersection of the centerline of Highland Avenue and the easterly sideline of the Circumferential State Highway Layout of 1953, known as Route 128 (Interstate Route 95); thence running northerly along said sideline of the Circumferential State Highway to the point of intersection of said Circumferential Highway and the westerly projection of the southerly lot line at the end line of Brook Road of Lot 2 as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running easterly by said projection and said southerly lot line of Lot 2 to a point, thence turning and running northerly by the easterly lot line of Lot 2 to a point of intersection with a line 200 ft. from a parallel to the northerly sideline of Highland Avenue, thence running easterly by said line 200 ft. from and parallel to the northerly sideline of Highland Avenue to the point of intersection of the southerly most centerline of Highland Circle, thence running easterly and southeasterly by said centerline of Highland Circle to the intersection with a line 100 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running by said parallel line easterly to the centerline of the Charles River, thence running easterly by said centerline of the Charles River to the northerly centerline of Highland Avenue, thence running westerly by said centerline to the point of beginning."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

<u>Article Information</u>: This article describes the geographical boundaries of the new Mixed-Use Overlay District. The Mixed-Use Overlay District would include all land located in the Mixed-Use-128 (MU-128) District. The Mixed-Use-128 (MU-128) District is bounded by Route 128 to the west, the rear lot lines of properties on Highland Avenue to the south, the Charles River to the east, and the elevated rail line to the north. Also included in the Mixed-Use Overlay District is the portion of the Highland Commercial-128 (HC-128) District located north of Highland Avenue. The affected portion of the Highland Commercial-

128 District includes all properties fronting on the north side of Highland Avenue between Route 128 and the Needham Newton Town line. The district boundary typically follows the rear lot lines of properties along the north side of Highland Avenue to a depth of 200 feet.

ARTICLE 20: AMEND ZONING BY-LAW – PERMITTED USES IN NEW ENGLAND BUSINESS CENTER DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1, Permitted Uses, by deleting from the first sentence of paragraph (j) the words "only", "multi-story" and "indoor athletic and exercise facilities" and from the second sentence of paragraph (j) the words "and indoor athletic and exercise facilities" so that the section shall now read as follows:

"(j) On the ground floor of a building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies (not affiliated with Group Practices as defined in Section 3.2.4.1, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services); day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); and laundry and dry-cleaning pick-up stations where processing is done elsewhere. Except for day care uses, each business establishment shall be limited to 15,000 square feet of floor area.

(b) Amend Section 3.2.4 Uses in the New England Business Center District,, Subsection 3.2.4.2, Uses Permitted by Special Permit, by deleting from the first sentence of paragraph (f) the words "provided they are located on the ground floor of a multi-story building" and by adding a new sentence to the end of the section so that the entire section shall now read as follows (new language added):

"(f) Eat in or take-out restaurants or other eating establishments, including coffee shops. Further provided that drive-thru restaurants or other eating establishments are prohibited. Each eat in or take-out restaurant or other eating establishments, including coffee shops, shall be limited to 15,000 square feet of floor area."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: In the 2011, Town Meeting adopted sweeping changes in the New England Business Center ("NEBC") Zoning District, both as to uses and as to dimensional requirements. At that time, retail, consumer services, restaurants and similar uses dealing directly with the general public were allowed either by right or by special permit on the ground floor of multistory buildings only. Since those amendments, the Council of Economic Advisors (CEA), a committee established by the Board of Selectmen to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses, has been monitoring the zoning changes and analyzing the impacts on development. Because of market forces, there is a continued demand for rehabilitation/redevelopment of existing industrial one-story buildings. There is also a need for

consumer facilities in the Needham Crossing area generally and in the NEBC specifically. To that end the CEA has recommended and the Planning Board has agreed that these facilities should be allowed in one story buildings.

The proposed amendment to Section 3.2.4.1(j) would allow as of right consumer and commercial service establishments dealing directly with the general public, business service centers, retail establishments, pharmacies not associated with certain medical uses, day care uses, and laundry and dry-cleaning pick-up stations on the ground floor of any building, by deleting the requirement that the building be multistory. The requirement that all but day care facilities be limited to 15,000 sq. ft. per establishment remains unchanged.

With the proposed deletion of the requirement that certain as of right businesses be limited to the ground floor only of multistory buildings, an inconsistency was created with respect to "indoor athletic and exercise facilities". Under the current By-Law "indoor athletic and exercise facilities" were allowed by right on the ground floor only of multistory buildings but by special permit elsewhere. Because of the nature and size of the facilities allowed (and their attendant parking demands), it is recommended that all such facilities be allowed by special permit wherever occurring.

The proposed amendment to 3.2.4.2(f) would allow by special permit eat-in or take-out restaurants and other eating establishments, including coffee shops, in all buildings on any floor, by deleting the requirement that the building be multistory and that the facility be on the ground floor. The additional language, limiting such establishments to 15,000 sq. ft., inserts a provision unintentionally left unclear by the original language.

ARTICLE 21: AMEND ZONING BY-LAW – MAXIMUM BUILDING BULK

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.2, Maximum Building Bulk, by revising paragraph (c) thereof so that it shall now read as follows (new language underlined):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table 1, but shall have a maximum floor area ratio of 0.7. Notwithstanding the foregoing to the contrary and subject to all other requirements of the district, the Planning Board acting as a special permit granting authority may issue a special permit in the Chestnut Street Business District that exempts the floor area of an underground parking garage and the floor area of the underground portion of a building devoted in whole or in part to the parking of automobiles from being counted as floor area for purposes of determining maximum floor area ratio."

(b) Amend Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.2, Maximum Building Bulk, by revising paragraph (e) thereof so that it shall now read as follows (new language underlined):

"(e) In other Commercial Districts (ASB, HAB) there is no limitation on lot coverage, but buildings shall not be constructed, reconstructed, extended, enlarged or arranged so that the following floor area ratios are exceeded. The limits for mixed uses on the same premises shall be interpolated between the limits below in proportion to their floor areas.

(1) For eating establishments, or any use providing service to patrons while in autos, or any use having gas pumps the maximum floor area ratio shall be 0.35.

(2) For all other uses in these districts the maximum floor area ratio shall be 0.7.

Notwithstanding the foregoing to the contrary and subject to all other requirements of the district, the Planning Board acting as a special permit granting authority may issue a special permit in the Avery Square Business District and Hillside Avenue Business District that exempts the floor area of an underground parking garage and the floor area of the underground portion of a building devoted in whole or in part to the parking of automobiles from being counted as floor area for purposes of determining maximum floor area ratio."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At present, underground parking areas are included in the calculation of Floor Area Ratio. As a result, there is no incentive to create underground parking, as it would reduce the maximum size of the building above. This article would allow the Planning Board to grant a special permit to exempt underground parking areas from the calculation of Floor Area Ratio in the Chestnut Street Business District, Avery Square Business District and Hillside Avenue Business District where current parking is limited.

The article seeks to further the recommendations contained in the Needham Center Development Plan and Highland Avenue Planning study which endorsed the promotion of mixed-use and housing development in the Chestnut Street Business, Avery Square Business and Hillside Avenue Business districts in the longer term. Dimensional requirements are a major element in enabling improvements and creating usable spaces. The proposed amendment would remove an existing dimension impediment to mixed-use and housing development in the named districts thereby allowing such desired upgrades to move forward.

ARTICLE 22: AMEND ZONING BY-LAW – SPECIAL PERMIT GRANTING AUTHORITY IN CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 7.4, Site Plan Review, Subsection 7.4.2, Definitions, by adding the underlined language at the end of the fifth paragraph, so that the entire paragraph shall now read as follows (new language underlined):

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.2 of this By-Law and which results in an increase in the number of required parking spaces by 10 or more new off-street parking spaces or which results in an increase in the required number of loading spaces; or any project which results in the construction of any additional off-street parking spaces; or any project which results in any new curb- or driveway-cut. Notwithstanding the aforementioned, if a special permit is otherwise required under Subsection 1.4 or Subsection 3.2.2 of this By-Law, the Planning Board shall be the Special Permit Granting Authority as to the use."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Historically, the Planning Board has had sole jurisdiction as relates to the issuance of special permits in the Center Business District. When this Section 7.4.2 of the Needham Zoning By-Law was amended in 2014 to lower the threshold requirement for the issuance of a site plan special permit in the Center Business District, the Planning Board's singular special permit jurisdiction was inadvertently affected. The purpose of this article is to reinstate such jurisdiction by specifically naming the Planning Board as the special permit granting authority for all permits related to use irrespective of whether site plan review has been triggered.

ARTICLE 23: AMEND ZONING BY-LAW – RETAINING WALLS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 1.3 Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

"Retaining Wall - A wall or terraced combination of walls used at a grade change to hold soil and other earth material at a higher position. Retaining walls may be attached to or independent from other structures. The exposed side of a retaining wall shall be known as a "face". The area between a lower wall and a successive higher wall shall be known as a "terrace."

(b) Amend Section 1.3 Definitions, by revising the existing definition of the term "Structure", so that the entire definition shall now read as follows: (new language underlined):

"Structure – anything constructed or erected, the use of which requires a fixed location on the ground or attached to something located on the ground including an artificial or a constructed swimming pool having a depth of water of two (2) feet or more or a water surface area of at least one hundred (100) square feet when filled to capacity, but excluding a fence, boundary wall, retaining wall, public utility pole, public utility supporting device or a structure with less than one hundred square foot ground coverage and a height of less than eight (8) feet."

(c) Amend Section 6, Special Regulations, by a inserting a new Subsection 6.11, Retaining Walls, to read as follows:

"6.11 Retaining Walls

6.11.1 Purpose and Intent

The Town of Needham adopts this section to accomplish and ensure the following:

(a) To allow for the review of retaining walls of a size that may impact surrounding buildings, land, and uses;

(b) To require the construction of retaining walls in a manner consistent with engineering and construction best practices; and

(c) To lessen the impact of large retaining walls on abutting properties and the public by encouraging the use of landscaping and aesthetically pleasing design elements.

6.11.2 Applicability

The regulations and requirements contained herein shall apply to all retaining walls erected in the Town of Needham.

6.11.3 General Provisions

(a) Determining Retaining Wall Height - The height of a retaining wall shall be the distance from the grade at the base of the face of the wall to the top of the finished wall. Terraced walls shall be measured in the same manner.

(b) Walls Within Yard Setbacks – No retaining wall shall be built within the required yard setback except a retaining wall (i) with a face not greater than four (4) feet in height at any point and a length that does not exceed forty (40) percent of the lot's perimeter, or (ii) as allowed by a Special Permit issued in accordance with Subsection 6.11.5 of this Section. Notwithstanding the above, retaining walls may graduate in height from four (4) to seven (7) in height when providing access to a garage or egress entry doors at the basement level, measured from the basement or garage floor to the top of the wall. The wall is limited to seven (7) feet in height for not more than 25% of the length of the wall.

(c) Walls Outside Yard Setbacks. No retaining wall with a face greater than twelve (12) feet in height shall be built except as allowed by Special Permit issued in accordance with Subsection 6.11.5 of this Section.

(d) Fall Protection - All retaining walls over four (4) feet in height shall be required to provide fall protection if so determined by the Building Inspector. Fall protection systems may include, but shall not be limited to, permanent landscaping or fencing as approved by the Building Inspector.

(e) Terracing - Terracing of retaining walls is allowed and encouraged. In a terraced retaining wall system, if two (2) retaining walls are separated by a distance at least one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as separate walls; if two (2) retaining walls are separated by a distance less than one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as a single wall.

(f) Nonconforming Retaining Walls - Retaining walls legally constructed prior to the adoption of these regulations shall be allowed to remain in their existing state; however, significant changes or alterations to such walls shall be made in conformity with these regulations. The repair and routine maintenance, as determined by the Building Inspector, of nonconforming retaining walls shall be allowed without requiring conformity with these regulations.

6.11.4 Design Review and Permitting

(a) Design Review - Design Review shall be required for all retaining walls requiring a special permit. The Design Review Board shall review retaining walls in accordance with Section 7.7, Design Review, and shall consider such requests under those criteria contained in Subsection 7.7.4, Design Criteria, of Section 7.7. The Design Review Board shall submit an advisory recommendation to the applicant and the permit granting authority prior to the issuance of a special permit.

(b) Permitting - A building permit shall be required, consistent with the requirements of the Town of Needham Building Department, for all retaining walls that retain four (4) or more feet of unbalanced fill.

6.11.5 Special Permit Provisions

The Board of Appeals shall consider requests for special permits in accordance with this Section and Section 7.5 of the Zoning Bylaw and a Special Permit for a retaining wall may be issued provided the Board of Appeals finds:

(a) That the retaining wall will not cause an increase of water flow off the property;

(b) That the requested retaining wall will not adversely impact adjacent property or the public;

(c) That the report of the Design Review Board has been received and considered.

(d) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the first paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development, Section 4.2.4 Flexible Development and Section 6.11 Retaining Walls and, for a minor project that only involves a change in the exterior façade of a building in the Center Business District, shall review and may approve such façade change."

(e) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the fourth paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"It shall evaluate such requests based on Subsection 7.7.4 Design Criteria below. Its findings and recommendations, along with any suggested restrictions and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments and to the applicant and Board of Appeals, acting as a special permit granting authority, under Section 6.11 Retaining Walls. Such advisory reports of the Design Review Board shall be transmitted to the Building Inspector and applicant in all other instances as described in the two paragraphs above for "Minor Projects" under Site Plan Review, building permits in all non-residential districts and sign permits. For a minor project that only involves a change in the exterior of a building in the Center Business District, the Design Review Board shall be the review and approval entity for such façade changes."

Or take any other action relative thereto.

INSERTED BY: PLANNING BOARD
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Explanation: This article would amend the Zoning By-Law by adding a new section (Section 6) creating a tiered approach for regulating retaining walls over four feet in height. Under current zoning regulations, retaining walls covering less than one hundred square feet and having a height of less than

eight feet are unrestricted as to location on the lot. Retaining walls exceeding the noted parameters are defined as structures governed by the building height and setback standards of the zoning district in which they are located. This later provision effectively permits a retaining wall having a height of 35 feet to be placed five feet from a side property line as-of-right in the Single Residence B zoning district.

In recent years, the construction of retaining walls has increased, most notably in and around terrain-challenged lots creating irreversible, permanent effects on the Town's overall landscape, its neighborhoods, and abutting properties. Often, retaining walls are used to create or expand usable open space on residential lots to accommodate parking areas, play areas, and other outdoor landscape features and uses (e.g., patios). The expansion of land through the use of large retaining walls can create unsightly structures along property lines, and these large structures can impact safety and the aesthetics of public spaces along streets, and create stormwater run-off issues. The proposed amendment provides for formal review of these potential impacts and modest setback requirements. The retaining wall provisions would be applicable to all districts and uses including residential, commercial, and institutional properties, including those below the already established thresholds for review under the Town's existing Site Plan Review approval by-law.

In summary, the proposed retaining wall regulations would allow retaining walls less than four feet in height and having a length not exceeding 40 percent of the lot's perimeter to proceed as-of-right; such shorter walls would be exempt from the building permit, design review and setback requirements of the underlying district. Taller walls greater than four feet in height would require an increased level of review depending on height and required setback from front, side and rear property lines.

The review process would begin with retaining walls over four feet in height, and as the walls increase in height so would the level of review. The review process requires retaining walls between four and 12 feet to acquire a building permit from the Town's Building Department prior to construction. Any of these retaining walls located within the setback area also require a special permit. This requirement is consistent with the State Building Code requirement for retaining walls over four feet in height. A special permit is also required for all retaining walls over 12 feet in height from the Zoning Board of Appeals, prior to the issuance of the building permit. As part of the special permit process the retaining walls will be reviewed by the Design Review Board. The Board of Appeals and Design Review Board would assess the preservation and enhancement of landscaping, including how proposed retaining walls would be harmonious with the general appearance of neighboring properties through location, design, and proposed landscaping. The Board of Appeals and Design Review Board would also assess whether the height, scale, materials, textures, and colors of proposed retaining walls are harmonious with the terrain, use, scale and architecture of existing buildings (and hardscapes landscapes) within their vicinity. A finding would further be required by the Board of Appeals stating that the requested retaining wall did not adversely impact adjacent property or the public.

In the setback areas terraced retaining walls that are four feet or less in height and are separated by a distance at least one times the height of the taller wall would be considered separate walls and would be exempt from review. Terraced retaining walls that are separated by a distance less than one times the height of the taller wall are considered as a single wall having a height equal to the sum total of the heights of each wall and would need to meet applicable provisions of the regulations. Allowance is provided for retaining walls located within the required setback area which provide access to a garage or egress doors at the basement level. In those circumstances the height of the retaining wall may graduate in height from four to seven feet with the wall limited to seven feet in height for not more than 25% of the wall's overall length.

A survey of the zoning by-laws of comparable communities to Needham indicates that most of these communities have by-laws restricting retaining walls. Usually these by-laws simply classify retaining walls in excess of four feet as structures, which requires all such walls to comply with building setback

requirements. The Planning Board believes that in many cases retaining walls greater than four feet are justified to improve the use of property while not adversely affecting neighboring properties. As a result, the proposed by-law does not impose any absolute limitations but seeks to impose increasing levels of review as walls increase in height.

ARTICLE 24: AMEND ZONING BY-LAW – MINIMUM SIDE AND REAR LINE SETBACKS: ACCESSORY STRUCTURES

To see if the Town will vote to amend the Needham Zoning By-Law , Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by revising the paragraph, so that the entire subsection shall now read as follows (new language underlined):

"4.2.3 Minimum Side and Rear Line Setbacks: Accessory Structures

No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less than five (5) feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing five (5) foot setback from the rear or side lines of the lot, any accessory building or structure which exceeds fifteen (15) feet in height must comply with the underlying district's rear and/or side setback requirements. Notwithstanding the foregoing, an accessory pergola need not comply with the requirements of the preceding sentences but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways, and said pergola shall not be constructed or placed in a position where it would prevent the use of a designated fire lane or reduce access to any building. For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure. Notwithstanding the foregoing, an accessory building or structure associated with a pool use which is less than eleven (11) feet in height and has less than one-hundred (100) square feet of ground coverage need not comply with the foregoing ten (10) foot distance from any other building or structure requirement as said requirement pertains to the placement of the accessory building or structure from the edge of the pool, provided that such accessory building or structure is placed no less than eight (8) feet from the edge of the pool."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Accessory structures, like sheds and detached garages, are allowed under the current Zoning By-Law to be within five feet of the side or rear property line in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional districts. With the proliferation of construction, the Building Commissioner and the Planning and Community Development Department have received numerous complaints about such accessory structures being built within five feet of a neighboring property even though they are two or two and a half stories tall. Allowing 35 foot structures to be constructed so close to the property line is not consistent with the spirit of the Zoning By-Law with regard to accessory structures and creates a massing not intended. The amendment would require any accessory structure over 15 feet in height to comply with the zoning district's rear and/or side setback requirements.

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 25: CITIZENS PETITION – NEEDHAM TOWN MEETING – FOOD TRUCK ARTICLE

Section 1: Definitions

Food Truck - A readily movable trailer or motorized wheeled vehicle, currently registered with the Massachusetts Division of Motor Vehicles, designed and equipped to cook, prepare, and serve food.

Section 2: Authorized Locations and Restrictions for Food Truck Sales in or on Designated Public Right of Way Areas

2.1 Food trucks may be located in public right of way areas as designated by the article. A food truck may not be located in or on any portion of a designated public right of way when and where such location would prevent the safe use of the public right of way by motor vehicles, pedestrians, and/or customers. The vending location shall not otherwise interfere with the movement of motor vehicles in the area.

2.2 Authorize the following locations for food trucks
a: Needham Center – adjacent to the town common – no more than two trucks
b: Needham Heights – adjacent to the heights common – no more than one truck
c: Second Avenue across the street from Charles River Landing
d: First Avenue across the street from 40 A Street
e: Cabot Place, once all constructions projects have been completed on the street

2.3 Food trucks shall comply with applicable provisions of the Town of Needham General By-laws with respect to locations near schools and recreation facilities.

2.4 Food trucks must be positioned at least 15 feet from the customer entrance of a traditional (brick and mortar) restaurant.

2.5 Food trucks shall be positioned on designated right of way areas and shall not block drive entrances, exits, access to loading and/or service areas, or emergency access and fire lanes. Food trucks must also be positioned at least 20 feet away from fire hydrants, any fire department connection, driveway entrances, alleys, and handicapped parking spaces.

2.6 Each year, the Board of Selectmen shall establish an open period from December 1 to January 30 of the following year for applications to operate a food truck in public right of way areas. Should the number of applicants exceed available locations within the public right of way, then the Town Manager will create an equitable distribution of available locations among qualified applicants. If locations are available after the close of the open period and after issuance to those applicants who applied during the open period, then applicants may apply after the open period but any permits issued will be on a first come first served basis.

2.7 Food Truck vendors shall comply with all local, county and state tax regulations, including but not limited to retail sales applicable to food and beverages.

Section 3: Public Safety and Nuisance Prevention

3.1 Food truck vendors must obtain requisite licenses or permits for operation from the Needham Health Department, Police Department, Fire Department, and Board of Selectmen.

3.2 Temporary connections to potable water are prohibited. All plumbing and electrical connections shall be accordance with the State Building Code.

3.3 Grease must be contained and disposed of in accordance with State Sanitary Code.

3.4 Grey water must be contained and disposed of in accordance with State Sanitary Code.

3.5 Food trucks must have the following fire extinguisher on board during hours of operation: one 15 lb. multipurpose subject to the determination of the Fire Chief or his designee.

3.6 Food trucks may not operate as a drive-in/drive-up/drive-through operation. All service must be walk-up by customers.

3.7 Trash and recycling receptacles shall be provided for customers and trash and recyclables shall be removed from the site daily.

3.8 If a food truck is proposed to operate after dark, the vendor must provide appropriate lighting.

3.9 No signage shall be allowed other than signs permanently attached to the motor vehicle and a portable menu sign no more than 9 square feet in display area on the ground in the customer waiting area.

3.10 No food truck shall make or cause to be made any unreasonable or excessive noise or odor.

3.11 No food truck shall set up tables, chairs, umbrellas or similar facilities (except standing counters and tables without chairs or stools).

Section 4: Permitting

4.1 A food truck will be licensed by the Town's Health Department and Fire Department before issuance or renewal of the Food Truck Permit from the Board of Selectmen, which must be prominently displayed on the truck.

4.2 A fee in the amount of $250.00 annually for an up-to five day a week seasonal permit shall be paid upon issuance of the Food Truck Permit. Fee is regardless of the number of days per week licensed.

4.3 Food truck vendors must obtain requisite insurance, bonding and workers compensation as required from time to time by the Board of Selectmen.

4.4 Food Truck vendors must obtain a Massachusetts Hawker and Peddler License (issued through the Police Department).

4.5 Violation of any of the provisions of this Section may result in revocation of the permits and licenses issued to the vendor to operate in Needham.

4.6 A fee in the amount of $25 for a permit valid for up to one week ("Limited Food Truck Permit") shall be paid upon the issuance of the Limited Food Truck Permit. Such permit shall be issued only to the extent spaces are available; that is, not otherwise occupied by seasonal Food Truck Permit holders. Seasonal permit requests shall have precedence over limited ones. All regulations related to seasonal food trucks apply.

INSERTED BY: Doug Fox et. Al.
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article was submitted by the proponents in accordance with the provisions of the Town Charter. The article would insert a policy adopted by the Board of Selectmen into the General By-laws of the Town. It modifies that policy by extending the allowable locations where food trucks may be permitted beyond those areas determined by the Town to be underserved by fixed location restaurants. Adoption of this article would increase allowable locations to include the Needham Center and Needham Heights Business Districts, where the Selectmen have determined that there is both a sufficient number of restaurants and a shortage of available parking during the times proposed for food trucks. The Selectmen are also currently studying the issue of siting and use of food trucks throughout the Town. The petition reduces the current fee by $750. If adopted, this resolution will require Town Meeting approval if and when any adjustment to the policy (such as the fee) is required.

ARTICLE 26: AMEND GENERAL BY-LAW - HISTORIC DEMOLITION DELAY

To see if the Town will vote to amend Section 2.11 of the General By-laws by deleting the number "6" in sections 2.11.5.5.4, 2.11.5.5.5, and 2.11.5.5.6 and inserting in place thereof the number "12"; and by deleting in sections 2.11.5.6 and 2.11.5.8 the word "Inspector" and inserting in place thereof the word "Commissioner"; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: This article would extend the Historic Demolition Delay By-law from the current six months to twelve months. The Board of Selectmen adopted a goal to work to preserve the traditional New England structures that are included in the Town's Inventory of Historic Places because they contribute to the architectural fabric of the community. The longer moratorium may provide developers seeking to demolish such assets with an incentive to preserve them instead. Only structures that are included on the Town's Inventory of Historic Places are subject to the By-law, and inclusion on the inventory is voluntary. The article would also update the title of the Building "Commissioner" from the prior title of "Inspector."

ARTICLE 27: AMEND GENERAL BY-LAW – FUTURE SCHOOL NEEDS COMMITTEE

To see if the Town will vote to amend the Town's General Bylaws by deleting Section 2.7.2.1 and inserting in place thereof the following:

"2.7.2.1 There shall be a Future School Needs Committee consisting of seven members, two appointed by each of the Finance Committee, the School Committee and the Board of Selectmen and one member by the Town Moderator. The Chairman shall be designated from time to time by vote of the

Committee. It shall be the responsibility of the Future School Needs Committee to review professionally-developed estimates of the Town's current and projected student population, and to provide information, guidance and feedback to the demographer in developing these estimates. The appointees shall have a background in demography, urban planning, business/economics, mathematics, or a related field, if qualified individuals with the necessary expertise are available for appointment."

and by inserting a new section 2.7.2.2 as follows:

"**2.7.2.2** Initially three members shall be appointed for the term of three (3) years (one each by the Finance Committee, School Committee and Board of Selectmen), three members shall be appointed for a term of two (2) years (one each by the Finance Committee, School Committee and Board of Selectmen), and one (1) member shall be appointed for a term of one (1) year (by the Town Moderator). Thereafter, as the term for which the members were initially appointed expires, their successors shall be appointed for a term of three (3) years each. In the event of a vacancy occurring in the membership other than by the expiration of the term of a member, a successor shall be appointed to serve the balance of the unexpired term."

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: For many years, the Future School Needs Committee - volunteers who have generously offered their time and expertise - has provided estimated student enrollment information to assist the School Committee, Town Boards, and Town Meeting to anticipate and understand the current and projected student population. Over time, the projections have typically provided good short-term enrollment information based on historical enrollment and census data. However, even a small variance between projected and actual enrollment can result in the development of a budget that provides for too many or too few classrooms in a given year. The recommended proposal would reconstitute the Future School Needs Committee so that its primary charge would be to review and make recommendations regarding professionally developed enrollment estimates, as opposed to the prior practice of developing the estimates itself. The proposal also ensures the involvement of the Town boards involved in the School capital planning process – the Board of Selectmen, the School Committee, and the Finance Committee – in the committee appointment process.

ARTICLE 28: ACCEPT ACCESS EASEMENT – OAK AND CYPRESS

To see if the Town will vote to authorize the Selectmen to accept a grant of back-up easement from Jorge L. Oslan, Manager, Oak Street LLC on a plan entitled "Definitive Plan of the Subdivision of Land in the Town of Needham, 66 Oak Street, Needham, Massachusetts," prepared by Field Resources, Inc., 281 Chestnut Street, Needham, MA 02492, Lakeview Engineering Associates, Civil Engineers, P.O. Box 787, Hudson, Massachusetts, Sheet 1 of 5, Lotting Plan, dated August 15, 2011, revised August 30, 2011, November 29, 2011, December 21, 2011, December 11, 2013, March 31, 2014, December 30, 2014, April 6, 2015 and November 5, 2015 (for information only), on file with the Needham Planning Board; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: As a condition of approval of the Oak Street Subdivision, the Planning Board required that the Developer grant the Town and abutters a Back-Up Easement that is included in the roadway layout for Cypress Street. The Back-up Easement grants to the Town and abutters the right to use the back-up area for the purpose of turning vehicles around. Town Meeting approval of such easements is required in order for them to be effective.

ARTICLE 29: TRANSFER OF PROPERTY FOR MUNICIPAL USE – GREENDALE AVENUE

To see if the Town will vote to transfer the control of a parcel of land known as "Parcel 74" on Greendale Avenue (Assessors' Map 57, Parcel 1), containing 11.7 acres more or less, from the Park and Recreation Commission to the Board of Selectmen for general municipal purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer the primary jurisdiction of the property known as "Parcel 74" on Greendale Avenue from the Park and Recreation Commission to the Board of Selectmen for general municipal use. While no plans have been developed for the specific use of the parcel, it is evident that access to land for municipal operations will be needed in the future. Because this property was acquired as parkland, a home rule petition and Act of the Legislature will be required to finalize this transfer. A formal survey of the area is underway and a more specific legal description will be presented as an amendment to the article.

ARTICLE 30: TRANSFER OF PROPERTY FOR MUNICIPAL USE – HILLSIDE SCHOOL, DALEY BUILDING & NIKE SITE

To see if the Town will vote to transfer the control of parcels known as 28 Glen Gary Road/Hillside School (Assessors Map 102, Parcel 1) consisting of 24 acres more or less; the Nike Site (Assessors Map 306, Parcel 11), consisting of 19.1 acres more or less; and the Daley Building Site (Assessors Map 70, Parcel 29), consisting of 40,232 square feet more or less, from the School Committee to the Board of Selectmen for general municipal purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer primary jurisdictional authority from the School Committee to the Board of Selectmen for the Hillside School, Nike Site and Daley Building Site for general municipal use. The Board of Selectmen and School Committee intend to enter into a Memorandum of Understanding setting forth the terms of use of the Hillside School while it remains in active school use.

ARTICLE 31: TRANSFER OF PROPERTY FOR RECREATIONAL USE – GREENE'S FIELD & A PORTION OF DEFAZIO PARK

To see if the Town will vote to transfer the control of the parcel known as Greene's Field (Assessors Map 50, Parcel 31.02), consisting of 2 acres more or less, and a portion of DeFazio Park (Assessors Map 302), consisting of 4.71 acres more or less beginning at a point on the southerly jurisdictional line of the Park & Recreation Commission, said point being 709.74' distant from the easterly sideline of Dedham Avenue where an iron rod was set; thence running S45°15'46"E a distance of 518.63'; thence turning and running N07°06'51"E a distance of 299.99'; thence turning and running N12°37'43"E a distance of 195.50'; thence turning and running N17°28'38"E a distance of 468.62' to an iron road set on the southerly sideline of the MBTA right of way; thence turning and running along said MBTA right of way S80°12'28"W a distance of 52.25' to an iron rod set on the southerly sideline of said MBTA right of way; thence turning and running S43°45'08"W along said southerly jurisdictional line of the Park & Recreation Commission a distance of 777.36' to the point of beginning, from the Board of Selectmen to the Park and Recreation Commission for recreational use in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Board of Selectmen, School Committee, and Park and Recreation Commission have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer Greene's Field and a portion of the DeFazio Field Complex from the Board of Selectmen to the Park and Recreation Commission for recreational use.

ARTICLE 32: TRANSFER OF PROPERTY FOR RECREATIONAL USE – A PORTION OF DEFAZIO PARK

To see if the Town will vote to transfer the control of and a portion of DeFazio Park (Assessors Map 302), consisting of 10.66- acres more or less, beginning at a point on the easterly sideline of Dedham Avenue at the intersection of the southerly sideline of the MBTA right of way where an iron rod was set; thence running along said easterly sideline of Dedham Avenue S46°14'52"E a distance of 828.62' to an iron rod; thence turning and running N43°45'08"E along a jurisdictional line of the Park & Recreation Commission a distance of 1121.10' to a point on the southerly sideline of the MBTA right of way where an iron rod was set; thence turning and running along said MBTA right of way sideline S80°12'28"W a distance of 1394.52' to the point of beginning, from the School Committee to the Park and Recreation Commission for recreational purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer a portion of DeFazio Field Complex from the School Committee to the Park and Recreation Commission for recreational use.

ARTICLE 33: TRANSFER OF PROPERTY FOR EDUCATIONAL USE – A PORTION OF DEFAZIO PARK & CENTRAL AVENUE ("OWEN'S FARM")

To see if the Town will vote to transfer the control of a portion of DeFazio Park (Assessors Map 302) consisting of 9 acres more or less, beginning at a point on the easterly sideline of Dedham Avenue where an iron rod was set adjacent to the entrance driveway to DeFazio Athletic Complex, said point being at the intersection of the southerly jurisdictional line of the Park & Recreation Commission and the easterly sideline of Dedham Avenue; thence running southerly along the sideline of Dedham Avenue S46°14'52"E a distance of 563.00'; thence turning and running N43°45'08"E a distance of 641.12'; thence turning and running N07°06'51"E a distance of 74.41'; thence turning and running N45°15'46"W a distance of 518.63'; thence turning and running S43°45'08"W along said southerly Park & Recreation Commission jurisdictional line a distance of 709.74' to the point of beginning, a portion of DeFazio Park (Assessors Map 302) consisting of 0.27 acres more or less, beginning at a point on the easterly lot line of the DeFazio Complex lot 15.90 feet south of the intersection of said easterly lot line of the DeFazio Complex lot and the southerly Town of Needham Lease Line to the Golf Course where an iron pipe was found; thence running S 07°06'51" W a distance of 72.81'; thence turning and running S 04°14'32" W a distance of 21.72'; thence turning and running S 53°28'31" W a distance of 339.16'; thence turning and running N 43°45'08" E a distance of 409.47' to the point of beginning, and the property known as Owen's Farm and adjacent parcels (Assessors Map 310 parcel 3, and Assessors Map 108 parcels 5, 6, 7, 9, 10, and 27) consisting of 10.31 acres more or less from the Board of Selectmen to the School Committee for educational purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer the parcel of land known as Owen's Farm and a portion of the DeFazio Park Complex from the Board of Selectmen to the School Committee for educational purposes. The Board of Selectmen, School Committee and Park and Recreation Commission intend to enter into a Memorandum of Understanding setting forth the terms of use of the parking lot at DeFazio Park until such time as the area is needed for school construction.

ARTICLE 34: HOME RULE PETITION – CHANGE IN USE OF PROPERTY ON GREENDALE AVENUE UNDER ARTICLE 97

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO THE CHANGE FROM PARKLAND USE TO GENERAL MUNICIPAL USE OF A PORTION OF THE PROPERTY KNOWN AS "PARCEL 74" ON GREENDALE AVENUE IN THE TOWN OF NEEDHAM

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The Town of Needham is authorized to change the use the property known as "Parcel 74" on Greendale Avenue which portion is more fully described in the following section, from parkland use to general municipal use in accordance with the authority set forth in Article of Amendment 97 of the Constitution.

SECTION 2. The portions of the property hereby affected by the change in use are identified as follows: a parcel of land known as "Parcel 74" on Greendale Avenue (Assessors' Map 57, Parcel 1), containing 11.7 acres more or less.

SECTION 3. This act shall become effective upon passage.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Because this property was acquired as parkland, a home rule petition and Act of the Legislature will be required to finalize this transfer contemplated under Article 29. A formal survey of the area is underway and a more specific legal description will be presented as an amendment to the article.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 35: APPROPRIATE FOR COMMUNITY HOUSING SPECIALIST

To see if the Town will vote to raise and/or transfer and appropriate the sum of $60,000 for a Community Housing Specialist, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article would provide partial funding of the Town's Community Housing Specialist for the next three years, continuing the practice of using a combination of CPA funds and the General Fund to support the position. This position provides technical and administrative support related to affordable housing issues, supporting various Town boards and departments, coordinates with state agencies, and assists in the implementation of the Town's housing goals.

ARTICLE 36: APPROPRIATE FOR MEMORIAL FIELD DRAIN IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $310,000 for Memorial Field drain improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The design for this project was completed with a prior CPA funding authorization, with two possible phases of work detailed. This article would fund the first phase including construction of drainage improvements at Memorial Park, with the installation of a larger containment system at the base of the hill that will re-direct run-off to a system that will be built under the parking lot. The storm water will eventually discharge into the ground water. If funded, the work would begin during the second week of July, with installation and repair and overlay of the parking lot completed prior to the first day of school. Though the synthetic turf fields drain well, the current drainage system at the base of the hill isn't adequate for extreme storms, so the run-off crosses over the synthetic turf fields and settles into the natural grass diamond. Once the new system is in place, the park will be monitored to see if a second phase of work might be needed on the natural grass diamond to improve drainage. This funding request is only for phase one. Since the application was filed in December, DPW has continued to work with the designer to refine the scope of work, resulting in a reduction of the request for funding from $490,500 to $310,000.

ARTICLE 37: APPROPRIATE FOR TRAIL IMPROVEMENTS – STUDENT CONSERVATION ASSOCIATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for trail improvements – student conservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Funding under this article will allow the Conservation Department to invite the Massachusetts Student Conservation Association to Needham to make trail improvements over the next two summers at various locations, possibly including Ridge Hill Reservation, Farley Pond Conservation, and Rosemary Lake trails. The funds will cover the fee for the group, in ten day project segments, plus materials needed for the projects. The Town will provide a location for the team to camp while working on the projects. With an appropriation from the CPA funds, this organization successfully completed several projects at Ridge Hill during the summer of 2015.

ARTICLE 38: APPROPRIATE TRANSFER TO CONSERVATION FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for transfer to conservation fund, and to meet this appropriation that said sum be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Conservation Commission requested that $50,000 be transferred to the Conservation Fund. This fund was established in 1963, under MGL Ch. 40, Sec. 8C, to provide financial resources for the purchase of open space. CPA funds were previously transferred to the Conservation Fund in 2008 and 2009. After the CPC received input from various Town boards and held its public hearing, the Committee determined that $25,000 would be the appropriate amount to transfer to the fund and that the Committee will consider future requests.

ARTICLE 39: APPROPRIATE FOR ROSEMARY LAKE SEDIMENT REMOVAL DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $118,000 for Rosemary Lake sediment removal design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article would fund the design for removal of sediment in Rosemary Lake. The Town has been completing projects along Rosemary Brook, improving the quality of water that leads into Rosemary Lake. The next step is to remove the sediment from Rosemary Lake, which will lead to better water quality downstream, as Rosemary Brook continues through Needham Heights, eventually meeting the Wellesley water lands and then the Charles River.

ARTICLE 40: APPROPRIATE FOR ROSEMARY RECREATION COMPLEX DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $550,000 for Rosemary Recreation Complex design, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will fund the second phase of the design of this project - finalizing the design documents and advancing the project through various permitting agencies. The concept is to build two smaller pools within the current pool, providing summer recreational swimming as well as a fitness competitive pool. The building would be partially re-used, with an addition to meet the

requirements for the outdoor pool, and to have year-round use on the new second floor for Park and Recreation programming space and offices for two Town departments, including Park and Recreation. Only the portions of the project related to outdoor recreation are eligible for CPA funding.

ARTICLE 41: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2017 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	$1,537,037
C. Community Housing Reserve	$292,700
D. Historic Resources Reserve	$0
E. Open Space Reserve	$292,700

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

CAPITAL ARTICLES

ARTICLE 42: RESCIND DEBT AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Senior Center	2011 STM November	14	8,051,808	$11,758
Total				$11,758

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

ARTICLE 43: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate $1,491,117 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $1,439,117 be transferred from Free Cash and $52,000 be transferred from Article 36 of the 2011 Annual Town Meeting; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Public Schools	School Copier Replacement	$39,330	
Public Schools	School Furniture	$45,000	
Public Schools	Technology Replacement	$307,750	
Public Schools	High School Classroom Expansion Alternatives Feasibility Study	$65,000	
Public Schools	Pollard Locker Replacement	$41,157	
Public Schools	High School Gym Upgrade	$130,557	
Public Works	Fuel Island Relocation & Upgrade Design	$131,000	
Public Facilities	Energy Efficiency Upgrade Improvements	$38,154	
Community Services	Memorial Park Building & Grounds Feasibility Study	$50,000	
General Fund/Multiple	Fleet Replacement Program	$643,169	
		$1,491,117	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information:

SCHOOL COPIER REPLACEMENT *School photocopiers are located in all the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently the School Department owns 48 copy machines. The FY2017 request will replace four copy machines. Copier replacement is planned on a lifecycle analysis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers that are heavily used are replaced more frequently than copiers that are lightly used. A seven-year maximum is assumed for most machines, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis assumes that copiers are re-deployed around the District, as needed, to match copier use with equipment capacity.*

SCHOOL FURNITURE *This request continues the replacement cycle for school furniture in poor and fair condition at Hillside, Mitchell, Newman and Pollard. In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. As of FY2015, all furniture in poor condition has been replaced at these schools. The FY2017 funding request will continue the replacement of furniture in fair condition at these schools, and will allow for the purchase of furniture needed for enrollment growth.*

TECHNOLOGY REPLACEMENT *This request is for funding to purchase School Department technology, including computers, printers, and servers. Also included in the request are funds for infrastructure upgrades to the School Department data network. The FY2017 request of $648,450 represents a $196,750 increase over the FY2017 projection submitted previously in the FY2016-2020 CIP. Of the $648,450 requested, only $307,750 meets the Town's definition of capital to be eligible for funding in the CIP. The $196,750 increase requested in FY2017 consists of $159,750 in hardware replacement, $31,000 in elementary network wiring and $6,000 in new Audio Visual equipment.*

The FY2017-2021 School Technology request includes several changes from prior years. One change is the reconfiguration of the K-5 technology model from a desktop computer-based model to a digital device model. The current model for technology is one teacher desktop computer and two to three student desktop computers per classroom, all of which are hard-wired to the network. In addition, classrooms in Grades 1-5 contain an interactive whiteboard (IWB). Most of the current student desktops are between five and ten years old and are not capable of running today's current web applications. The new elementary model classroom consists of a teacher laptop, three classroom Digital Learning Devices (DLDs) and an IWB. The DLDs would be connected to a wireless network. The new model includes one or two shared carts of DLDs per school for class project and school-wide testing purposes. The FY2017 CIP allocates $178,000 to purchasing the DLD devices.

To support the new DLD technology model the elementary classrooms need access to a sufficient wireless network. The FY2017 CIP increase includes $78,500 in funding for networking ($31,000) and wireless hardware ($47,500) for the Hillside and Mitchell Schools.

The FY2017-2021 School technology request reflects a plan for replacing IWBs throughout the District. While the industry standard replacement cycle is five years, the plan includes funds to maintain a six-year cycle, which requires the replacement of approximately 30 IWB year. The average cost of replacing an IWB is $5,000.

The FY2017-2021 request includes funds to implement a pilot 1 to 1 (BYOD) initiative at Needham High School at a cost of $35,000 for 100 DLDs. There is $35,000 in the FY2017 CIP request to purchase 100 DLDs to pilot 1 to 1 (BYOD) at the High School.

Finally, the District is proposing to change the replacement cycle for school technology, to remain consistent with the new DLD model. Currently, desktop devices are replaced on a seven-year (or more) cycle. The FY2017-FY2021 CIP request reflects a shorter, three-year replacement cycle for DLDs (reflecting their shorter lifespan) and a four-year cycle for teacher laptops.

HIGH SCHOOL CLASSROOM EXPANSION ALTERNATIVES FEASIBILITY STUDY *This project will provide funding to study classroom expansion alternatives at Needham High School. The District has determined that there is a need to add classroom space at Needham High School to support the anticipated student population increase above the design capacity of the school. Since 2008, several spaces at NHS have been repurposed to function as classrooms, however, the number available is below the identified need.*

The scope of the proposed $65,000 feasibility study would be to: a) Investigate and understand the High School's current and anticipated educational program; b) Review and reconsider all existing design documentation that has been prepared and discussed over the last year to determine classroom needs, based on a 1,700 – 1,800 enrollment range; c) Consider alternatives for new, reconfigured and or expanded classrooms, office and or storage space within the building, as well as alternatives for building expansion to accommodate additional classrooms; d) Provide renovation construction phasing options over a two to five-year period; and e) Provide a cost-effective recommendation to the Permanent Public Building Committee and School Committee that address long-term classroom, office and or storage space needs at NHS.

POLLARD MIDDLE SCHOOL LOCKER REPLACEMENT *The current lockers at the Pollard school are too small to accommodate the storage needs of the modern student population. The width of the existing lockers is only 6" - the proposed replacement lockers are 12" wide. In FY2016, half of the lockers (600 units) were replaced. This funding will complete the locker replacement project at the Pollard School, which is not scheduled for renovation or reconstruction in the near term.*

HIGH SCHOOL GYM UPGRADE *The High School A Gym was not included in the 2009 renovation project. The bleachers are beyond their useful life and are proposed for replacement in FY2017. The bleachers that are currently installed are difficult to maintain and use, requiring frequent repair. Future projects proposed for the A Gym include lighting replacement in FY2018, and flooring and equipment reconfiguration in FY2019 and FY2020. This gym is a high demand space and is in constant use by the Schools and community.*

FUEL ISLAND RELOCATION & UPGRADE DESIGN *The Town is reliant on the fuel dispensing system at the DPW for the majority of its diesel vehicles and all of its gasoline vehicles. Currently DPW, Fire Department, School Department, and other Town vehicles rely on this filling station. As of September 1, 2013, the DPW filling location became the sole location for Police Department vehicles. The Police Department consumes a large volume of gasoline, and the new reliance on this station represents a dramatic increase over previous demand. The reasons for relocation and replacement of the system include the general age and condition of the station, the location of current station (including its proximity to wetlands and groundwater table, susceptibility to flooding, and compatibility with the potential expansion of the DPW operations building), inadequate access and maneuverability, and insufficient capacity. This funding request supports the design of the relocation and replacement of the gas/diesel island.*

PUBLIC FACILITIES ENERGY EFFICIENCY UPRADE IMPROVEMENTS *The Public Facilities Department completed an engineering study for energy upgrades at ten key buildings in 2011. An Energy Efficiency Upgrade Improvements plan was implemented after the results of the study illustrated that the Town's investment in selected and recommended energy upgrades would pay for themselves within 10*

years. Unless circumstances dictate otherwise, fiscal year 2017 funding will be allocated to retro-commissioning the HVAC controls at the High School, and replacing parking lot HID lighting with LED lighting at the High Rock School, Public Safety Building, and the High School.

MEMORIAL PARK BUILDING & GROUNDS FEASIBILITY STUDY *This funding will support a full review of the Memorial Park Building and grounds, leading to recommendations for the renovation and or reconstruction of the building to meet the current needs of the park and the community. The current facility has storage located on the lower level, and public restrooms accessed from the exterior. On the upper level, there are two meeting spaces, a kitchenette, restrooms and storage rooms. The 2014 Facilities Master Plan anticipated that community needs would likely require construction of a new building, with rooms directly related to the use of the park (meeting rooms, restrooms, concession, storage) as well as upper floor space to meet other community recreation needs.*

FLEET REPLACEMENT *The Town's fleet replacement program was established in FY2015. This represents a budget and schedule for the Town's rolling stock fleet of appropriately 200 vehicles, trailers, and large specialized attachments. General purpose vehicles include pickup trucks, a variety of sedans, SUV's, vans, and police vehicles (75). They comprise approximately 37 percent of the entire fleet. General purpose vehicles are utilized in every department and are relatively interchangeable. The replacement of these vehicles can proceed on a regular schedule and should be considered part of the Town's base recurring costs. The Town relies on a number of trailers for the purpose of moving tools and equipment, hauling trash and debris, and transporting special equipment. The Town has 47 trailers which represents approximately 23 percent of the fleet. Specialized, high value vehicles, and snow and ice equipment comprise of the other 40 percent of the fleet. These vehicles and equipment are just as integral to Town operations as the general purpose vehicles, but serve the unique purposes of specific departments or divisions. Included in this group are high value vehicles such as ambulances, large dump trucks, fire engines, street sweepers, and others for which appropriations need to be planned.*

CORE FLEET REPLACEMENT *Unless circumstances require otherwise, the core fleet replacement planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
120/Highway	2004	Utility Trailer	$23,031
706/PFD	2006	Econoline Van	$35,073
C2/Fire	2010	Ford Expedition	$56,635
C3/Fire	2008	Ford Explorer	$46,116
C43/Fire	2013	Ford Explorer	$35,123
404/HHS	2004	Ford 350 Van	$87,354

FLEET REPLACEMENT – SPECIALIZED EQUIPMENT *Unless circumstances require otherwise, the fleet replacement – specialized equipment planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
47/Highway	2007	10 Wheel Dump	$223,109
70/Parks	2009	F550 Dump	$68,364
71/Parks	2009	F550 Dump	$68,364

ARTICLE 44: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,700,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that $950,000 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $750,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts.

Street Resurfacing This program is essential to ensure the structural and surface integrity of the Town's 123 linear miles of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Applying this repair strategy in a timely manner will extend the useful life of the roadway for up to 15 years. Installing a monolithic asphalt berm curb better defines the edge of road, improves drainage and protects the shoulder from erosion. The average useful life for asphalt paving is 15 years; target funding for street resurfacing in FY2017 is $621,000.

Traffic Signal & Intersection Improvements This program funds traffic signal improvements and intersection improvements, and new traffic signal installations where none currently exist. No funding is targeted for this program in FY2017.

Sidewalk Program This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham, and more than half do not comply with current standards and require significant improvements including the installation of handicapped ramps. All sidewalk improvements must comply with Federal and State laws and construction standards. Current estimates have identified over $20,000,000 in backlogged sidewalks in need of repair. The average useful life for asphalt sidewalk is over 30 years. Unless circumstances dictate otherwise, the target funding for the sidewalk program in FY2017 is $404,000.

Storm Drain Capacity Improvements This program provides funding to improve roadway drainage capacity. The Town's Stormwater Master Plan has identified a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit discharge. Locations for improvements have been prioritized within the plan. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built or are planned in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2017 funding is targeted for Taylor Street Central Avenue – Engineering ($32,500) and Hunnewell Street Ardmore Road Engineering, Design & Construction - $437,500).

Storm Drain System Repairs This request is to replace drainage infrastructure within Town easements that are discovered through investigation work. This request is part of the Town's plan to identify and improve drainage throughout the Town. This funding will allow the Department to replace a badly

damaged 100 foot section of 18" reinforced concrete drain pipe within a Town easement adjacent to 470 South Street. This replacement includes extensive wetland consulting and permitting which is a major factor in the cost of this project. Unless circumstances dictate otherwise, FY2017 funding is targeted for 470 South Street Construction ($80,000) and for various locations to upgrade or repair the system ($25,000).

Brooks and Culverts – Repair and Maintenance The increasing number of severe storms has resulted in numerous complaints and subsequent investigations of the Town's brooks, streams and culverts. The Brooks & Culverts Program will address poorly draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains storms in the past. Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. The current conditions are beyond the means of DPW equipment and personnel. Such repairs require detailed investigation, plan of recommended improvements, design drawing and specifications, environmental permitting and bidding of construction to be overseen by the Town's Engineering Division. This will eventually return the waterways to a condition that the DPW will be able to maintain. The EPA is currently finalizing stronger requirements for stormwater and permitting under the NPDES permit. The Town will need to continue to demonstrate its efforts regarding cleaning and improvements to water quality of brooks and culverts. Unless circumstances dictate otherwise, FY2017 funding is planned for continued wall repair in various locations ($100,000).

ARTICLE 45: APPROPRIATE FOR RTS ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $238,000 for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $22,073 be transferred from Article 42 of the 2007 Annual Town Meeting, and that $215,927 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
RTS	Swap Loader with Attachments	$120,000	
RTS	Property Improvements	$68,000	
RTS	Stormwater Plan	$50,000	
		$238,000	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

SWAP LOADER WITH ATTACHMENTS *This article will address two operational concerns at the RTS. The packer truck at the RTS is five years old – half of its estimated life – but requires numerous repairs due to the nature of the piece of equipment. The Town has had to rent a packer during down times, with corresponding delays in service. Additionally, there is a need for a more efficient watering system at the RTS to minimize the dust onsite and to aid in the composting process by keeping the compost wet in summer months so it can continue to process. These two needs can be addressed with the conversion of existing unit #5 (a 2011 Six Wheel Dump Truck) into a Swap Loader truck. Unit #5 will be*

converted and both a Packer body and water tank body will be purchased. This will increase the utilization of unit #5 and address the two pressing operational issues without the need to expand the RTS equipment inventory. The Swap Loader truck can be used with the proposed packer body while the existing Packer truck is being serviced or repaired, and can provide additional collection capacity during busy times of the year and during special events when additional trash pick-up is required. The proposed mobile water tank body will be utilized during those spring, summer and fall months when the compost area is dry and in need of dust control to prohibit dust from interfering with operations.

RTS PROPERTY IMPROVEMENTS *This article will fund improvements to the Recycling & Transfer Station (RTS) facility to increase efficiency, comply with regulatory requirements, and improve functionality. FY2017 funding is proposed for the installation of anti-litter fencing ($32,000) and the replacement of a retaining wall ($36,000). The fencing project includes the installation of 850 linear feet of anti-litter fencing to reduce the amount of litter that is blown out of the facility onto the street and across Central Avenue to Claxton Field and the Town Forest. The fencing will significantly reduce or negate the need for staff to clean up Claxton Field or enter the wetlands to remove litter. The foundation walls at the rear of the transfer station are steep and held in place with an engineered Gabion retaining wall system (a wire mesh filled with rock). The wall is starting to fail as the wire mesh is coming apart. To repair the retaining wall and replace it with a new interlocking concrete block system, the existing Gabion system will be removed, the site prepared for the new wall, and new concrete installed.*

RTS STORMWATER PLAN *The Recycling and Transfer Station (RTS) composting operation is presently operating pursuant to a Conservation Commission Negative Determination of Applicability (NDA). This NDA was put in place as a result of potential adverse impacts to the wetlands from the compost operations. The NDA calls for the mitigation of potential stormwater issues at the site. At the present time, untreated stormwater runoff is entering a perennial stream that feeds the wetlands abutting the composting operations. In order to be compliant with the NDA this project will include the design of a silt detention basin at the compost area, the design of a new detention basin at the base of the landfill that will control stormwater runoff from the Materials Processing Area and the road behind the Salt Shed, design of the regrading of the materials processing area to ensure that all stormwater runoff is diverted from the wetlands, design of a stormwater management collection system for the proposed paving of the road behind the Salt Shed, and investigation and design of the drainage system adjacent to the Salt Shed.*

ARTICLE 46: APPROPRIATE FOR RTS FLEET REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $269,000 for RTS Fleet Replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $269,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: ***FLEET REPLACEMENT – SPECIALIZED EQUIPMENT*** *Unless circumstances require otherwise, the RTS fleet replacement – specialized equipment planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
104/RTS	2007	Front-End Loader	$269,000

ARTICLE 47: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $73,860 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $10,335 be transferred from Article 69 of 2006 Annual Town Meeting and $63,525 be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Sewer Main Extension Zone 1 & 2 Design	$73,860	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:
There are eight homes with private septic systems in Needham that are within Massachusetts Department of Environmental Protection's Zone II areas. The Town has prioritized the extension of the sewer system to allow these homes to connect as part of its aquifer protection mandate. The Zone I and Zone II aquifer protection area for the Charles River Well No. 1 encompasses an area that includes private septic systems. Zone I includes land within the protective four hundred (400) foot radius around an existing or potential public water supply well or well field. Zone II includes the area of an aquifer that would potentially be affected by nearby septic systems. All three of Needham's wells are located in an area that is vulnerable to contamination from nearby septic systems, and extending the sewer main to allow access to homes within Zones I & II will reduce this risk. The sewer main ends at 827 Charles River Street, and the extension would run from 828 Charles River Street to Winding River Road and extend 712 feet up Winding River Road. This new sewer main will allow five homes that are currently on septic systems to connect to the Town sewer, subject to a betterment fee. FY2017 funding will support the design of 712 linear feet of 8" gravity sewer pipe installation and five sewer manholes.

ARTICLE 48: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $345,679 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $345,679 be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Water	Fire Flow Improvements Study	$20,000	
Water	Water Service Connections	$200,000	
Water	Water System Rehabilitation Program	$82,000	
Water	Fleet Replacement Program	$43,679	
		$345,679	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

FIRE FLOW IMPROVEMENTS STUDY *The Water System Master Plan has identified fire flow adequacy as a priority improvement. A fire flow adequacy analysis was conducted under maximum daily demand that determined that the existing system is unable to meet the minimum 20 pounds per square inch of pressure (psi) in the higher elevations of Town – Tower Hill and Birds Hill. The proposed feasibility study will provide options for meeting the minimum psi level in the most cost-effective manner.*

WATER SERVICE CONNECTIONS *The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced prior (at least one year) to a road reconstruction paving project. If this project is not funded it leaves an element of the subsurface infrastructure susceptible to failure before the useful life of the reconstructed roadway has been realized. Prior appropriations are currently under contract with water service connection replacements estimated to be one and one half years ahead of the road resurfacing program. The FY2017 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule. System wide, there are approximately 1,100 services that still need to be replaced in the system.*

WATER SYSTEM REHABILITATION PROGRAM *Water infrastructure requires ongoing attention and periodic replacement, and portions of the Town's water infrastructure are 75+ years old and approaching the end their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a continual supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, FY2017 funding is intended for engineering and design for a new 8" main for Alfreton Road from Highland Avenue to Webster Street (500 l.f.), engineering and design for a new 8" main on Bennington Street from High Street to Concord Street (650 l.f.), and engineering and design for a new 8" main on Country Way (1,200 l.f.).*

FLEET REPLACEMENT *Unless circumstances require otherwise, the Water core fleet replacement – specialized equipment planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
26/Water	2011	F150 to F250	$43,679

TOWN RESERVE ARTICLES

ARTICLE 49: APPROPRIATE TO ATHLETIC FACILITY STABILIZATION FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $994,496 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $994,496 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The 2012 Annual Town Meeting approved the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park Field Complex. The replacement of the synthetic turf fields at Memorial Park and DeFazio Park Field Complex is estimated to be $2.5 million in the 2020 timeframe, and $344,496 of the recommended appropriation is intended for these fields: $44,496 from the annual method of benchmarking to Park and Recreation administrative fee receipts, and $300,000 from Free Cash. FY2017 represents the second in a five year plan to allocate $300,000 per year to fully fund the synthetic turf replacement. The recommended appropriation also includes $650,000 in support of the effort, begun in FY2016, for the renovation or reconstruction of the Memorial Park Building. Additional funds will be recommended over the next several years, as circumstances permit, and a feasibility study for the Memorial Park building is proposed under Article 43. The March 31, 2016 balance in the fund was $1,974,847.

ARTICLE 50: APPROPRIATE TO DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $612,595 to the Debt Service Stabilization Fund as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $362,595 be raised from the Tax Levy and $250,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The November 2, 2015 Special Town Meeting approved the creation of a Debt Service Stabilization Fund (DSSF) to set aside funds to pay certain debt obligations. This fund is intended to be part of the Town's overall planning strategy for addressing capital facility needs. The fund provides added flexibility by smoothing out the impact of debt payments in years when the debt level is higher than is typically recommended. The fund would also be beneficial at times when interest rates are higher than expected. The plan for the fund is designed to ensure that the monies are not depleted in a single year, and that the amount available for appropriation is known before the budget year begins. The FY2017 recommended funding is based on the amount of net revenue estimated from the Town's participation in the solar array net metering program ($362,595), and assumes a reallocation of the additional $250,000 appropriated to the debt service budget in FY2016 for a total of $612,595.

ARTICLE 51: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Stabilization Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Municipalities are authorized under M.G.L. Chapter 40, Section 5B to establish stabilization funds. Monies appropriated to the Stabilization Fund remain in the fund and carry forward from one fiscal year to another. The interest earned on the stabilization fund remains with the fund. The

money from the Stabilization Fund can be appropriated for any lawful municipal purpose. Appropriations both into and from the fund require a two-thirds majority vote of Town Meeting. Although the monies in the general Stabilization Fund may be appropriated for any lawful purpose, it is recommended that appropriations from the Stabilization Fund be limited to extraordinary unforeseen events or exceptionally negative fiscal conditions. Maintaining this fund serves an important function in that it represents the Town's commitment to prudent financial planning. State law restricts the amount that may be maintained in stabilizations funds to not more than ten percent of the Town's prior year tax levy, and not more than ten percent of the Town's equalized valuation, which is calculated bi-annually by the Department of Revenue. As of March 31,2016, the balance in the fund was $3,926,008.

ARTICLE 52: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 9th day of February 2016.

MAURICE P. HANDEL, *Chairman*
MATTHEW D. BORRELLI, *Vice Chairman*
MARIANNE B. COOLEY, *Clerk*
DANIEL P. MATTHEWS
JOHN A. BULIAN

Selectmen of Needham

A true copy,
ATTEST _____ 2016
Constable (month) (day)

Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2015

	Budget	Date of Action	Amount
1	High School Expansion Feasibility Preliminary Design Study	3-Dec-14	$50,000
2	Legal Expenses	24-Jun-15	$20,000
3	Unemployment Assessments	24-Jun-15	$9,952
4	Department of Public Facilities Energy Expenses	24-Jun-15	$84,000
5	Department of Public Works - Snow & Ice	24-Jun-15	$1,313,370
	Total Approved from General Reserve Fund		**$1,477,322**
	Total Approved from RTS Reserve Fund		**$0**
	Total Approved from Sewer Reserve Fund		**$0**
	Total Approved from Water Reserve Fund		**$0**

This page is intentionally blank.

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
GENERAL GOVERNMENT		
Board of Selectmen/Town Manager		
Town Manager	Contract	Contract
Support Services Manager	K-22	$72,754 - $90,215
Department Assistant 2	I-13	$18.36 - $23.71/hour
Administrative Assistant	I-14	$19.94 - $25.76/hour
Assistant Town Manager/Dir. of Ops.	K-28	$114,730- $142,265
Administrative Coordinator - HR	G-15	$21.25 - $27.59/hour
Director of Human Resources	K-25	$93,742 - $116,240
Asst. Dir. Of Human Resources	GE-20	$56,296.50 - $73,105.50
Town Clerk		
Town Clerk	Elected	$90,623
Assistant Town Clerk	GE-18	$46,702.50 - $60,664.50
Department Assistant 2	I-13	$18.36 - $23.71/hour
Department Specialist	I-14	$19.94 - $25.76/hour
Legal		
Town Counsel	Sch C	$75,140
FINANCE		
Assessors		
Director of Assessing	K-24	$86,746 - $107,565
Asst. Director of Assessing	GE-20	$56,296.50 - $73,105.50
Field Assessor	I-18	$24.67 - $31.89/hour
Department Specialist	I-14	$19.94 - $25.76/hour
Department Assistant 1	I-12	$16.75 - $21.64/hour
Finance Department		
Asst Town Manager/Dir. of Finance	K-28	$114,730- $142,265
Finance & Procurement Coordinator	GE-21	$60,391.50 - $78,409.50

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
Parking Clerk	Sch C	$25.50/hour
Accounting		
Town Accountant	K-24	$86,746 - $107,565
Assistant Town Accountant	GE-20	$56,296.50 - $73,105.50
Administrative Specialist	I-15	$21.88 - $28.28/hour
Department Specialist	I-14	$19.94 - $25.76/hour
Payroll Coordinator	I-18	$24.67 - $31.89/hour
Information Technology Center		
Director, MIS	K-25	$93,742 - $116,240
GIS/Database Administrator	IE-20	$58,012.50 - $74,938.50
Computer Operator	I-15	$21.88 - $28.28/hour
Network Manager	IE-23	$71,292 - $92,137.50
Applications Administrator	IE-20	$58,012.50 - $74,938.50
Technology Support Technician	I-19	$27.09 - $35.01/hour
Treasurer/Collector		
Treasurer/Collector	K-24	$86,746 - $107,565
Assistant Treasurer/Collector	GE-20	$56,296.50 - $73,105.50
Department Specialist	I-14	$19.94 - $25.76/hour
Department Assistant 2	I-13	$18.36 - $23.71/hour
Department Assistant 1	I-12	$16.75 - $21.64/hour
Finance Committee		
Finance Comm. Exec. Secretary	GE-19	$51,285 - $66,592.50
PUBLIC SAFETY		
Police Department		
Police Chief	Contract	Contract
Lieutenant	P-3	$36.06 - $42.67/hour
Sergeant	P-2	$30.72 - $35.15/hour
Police Officer	P-1	$21.24 - $28.46/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
Animal Control Officer	GU-16	$21.15 - $27.46/hour
Administrative Specialist	I-15	$21.88 - $28.28/hour
Police Maintenance Assistant	GU-15	$19.92 - $25.87/hour
Administrative Assistant	I-14	$19.94 - $25.76/hour
Department Assistant 2	I-13	$18.36 - $23.71/hour
Public Safety Dispatcher	GU-15	$19.92 - $25.87/hour
Fire Department		
Fire Chief	Contract	Contract
Deputy Fire Chief Operations	F-5	$43.86 - $46.10/hour
Deputy Fire Chief	F-4	$34.98 - $39.93/hour
Fire Captain	F-3	$33.24- $34.90/hour
Fire Lieutenant	F-2	$28.19 - $32.11/hour
Firefighter	F-1	$20.23 - $27.11/hour
Super. Fire Alarm	FA-2	$26.24 - $33.53/hour
Director of Administrative Services	IE-20	$58,012.50 - $74,938.50
Administrative Assistant	I-14	$19.94 - $25.76/hour
Public Safety Dispatch Super.	GU-19	$24.66 - $32.02/hour
Public Safety Dispatcher	GU-15	$19.92 - $25.87/hour
Building		
Building Commissioner	K-24	$86,746 - $107,565
Assistant Building Commissioner	GE-21	$60,391.50 - $78,409.50
Inspector of Plumbing and Gas	G-19	$26.30 - $34.15/hour
Inspector of Wires	G-19	$26.30 - $34.15/hour
Local Building Inspector	G-20	$28.87 - $37.49/hour
Administrative Specialist	I-15	$21.88 - $28.28/hour
Department Assistant 2	I-13	$18.36 - $23.71/hour
PUBLIC WORKS		
Administration		
Director of Public Works	K-28	$114,730- $142,265
Assistant Director of Public Works	K-26	$100,738- $124,915

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
Supervisor of Administration, DPW	K-22	$72,754- $90,215
Senior Admin. Coordinator	I-17	$23.92 - $30.92/hour
Department Specialist	I-14	$19.94 - $25.76/hour
Department Assistant 2	I-13	$18.36 - $23.71/hour
Administrative Specialist	I-15	$21.88 - $28.28/hour
Administrative Analyst	GE-18	$46,702.50 - $60,664.50
Engineering Division		
Town Engineer	K-26	$100,738- $124,915
Assistant Town Engineer	GE-22	$64,662 - $83,947.50
Contract Administrator	GE-21	$60,391.50 - $78,409.50
Civil Engineer	GE-19	$51,285 - $66,592.50
Survey Party Chief	GU-18	$22.46 - $29.16/hour
Senior AutoCad Technicain	GU-19	$24.66 - $32.02/hour
AutoCad Technician	GU-16	$21.15 - $27.46/hour
Engineering Aide	GU-15	$19.92 - $25.87/hour
Garage Division		
Fleet Supervisor	K-22	$72,754- $90,215
Master Mechanic	W-7	$26.74 - $31.76/hour
Equipment Mechanic	W-5	$22.62 - $27.06/hour
Highway Division		
Division Super. Highway	K-24	$86,746 - $107,565
Assistant Superintendent - Highway	GE-20	$56,296.50 - $73,105.50
Public Works Specialist 2	W-5	$22.62 - $27.06/hour
Public Works Technician	W-5	$22.62 - $27.06/hour
Working Foreman	W-6	$24.40 - $29.23/hour
Laborer 2	W-2	$18.49 - $22.27/hour
HMEO	W-4	$21.08 - $25.32/hour
Craftsworker	W-4	$21.08 - $25.32/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
Park & Forestry Division		
Division Super. Parks	K-24	$86,746 - $107,565
Assistant Superintendent - Parks	GE-20	$56,296.50 - $73,105.50
Working Foreman	W-6	$24.40 - $29.23/hour
Tree Climber	W-4	$21.08 - $25.32/hour
Craftsworker	W-4	$21.08 - $25.32/hour
HMEO	W-4	$21.08 - $25.32/hour
Laborer 3	W-3	$19.81 - $23.74/hour
Laborer 2	W-2	$18.49 - $22.27/hour
Recycling & Transfer Station		
Division Super. Solid Waste	K-24	$86,746 - $107,565
Assistant Superintendent - RTS	GE-20	$56,296.50 - $73,105.50
Working Foreman	W-6	$24.40 - $29.23/hour
Public Works Specialist 1	W-4	$21.08 - $25.32/hour
HMEO	W-4	$21.08 - $25.32/hour
Laborer 2	W-2	$18.49 - $22.27/hour
Water Division		
Division Super. Water & Sewer	K-24	$86,746 - $107,565
Water Treatment Facility Manager	GE-21	$60,391.50 - $78,409.50
Pumping Station Operator	W-5	$22.62 - $27.06/hour
Public Works Inspector	W-6	$24.40 - $29.23/hour
Working Foreman	W-6	$24.40 - $29.23/hour
Public Works Technician	W-5	$22.62 - $27.06/hour
HMEO	W-4	$21.08 - $25.32/hour
Craftsworker	W-4	$21.08 - $25.32/hour
Laborer 3	W-3	$19.81 - $23.74/hour
Laborer 2	W-2	$18.49 - $22.27/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
Sewer Division		
Assistant Superintendent - Sewer & Water	GE-20	$56,296.50 - $73,105.50
HMEO	W-4	$21.08 - $25.32/hour
Pumping Station Operator	W-5	$22.62 - $27.06/hour
Chief Pumping Station Operator	W-7	$28.74 - $31.76/hour
Public Works Inspector	W-6	$24.40 - $29.23/hour
Working Foreman	W-6	$24.40 - $29.23/hour
Craftsworker	W-4	$21.08 - $25.32/hour

PUBLIC FACILITIES

Department of Public Facilities		
Director of Facilities Operations	K-26	$100,738- $124,915
Director of Design and Construction	K-26	$100,738- $124,915
Senior Project Manager	K-23	$79,750- $98,890
Project Manager	K-22	$72,754- $90,215
Facility Operations Shift Supervisor	GE-20	$56,296.50 - $73,105.50
Department Specialist	I-14	$19.94 - $25.76/hour
Administrative Analyst	GE-18	$46,702.50 - $60,664.50
Department Assistant 2	I-13	$18.36 - $23.71/hour
Senior Custodian 1	BC-2	$20.46 - $24.52/hour
Senior Custodian 2	BC-3	$21.49 - $25.75/hour
Custodian	BC-1	$17.80 - $21.33/hour
Warehouse Person	BT-1	$20.02 - $24.14/hour
HVAC Technician	BT-3	$24.22 - $29.21/hour
Carpenter	BT-2	$22.02 - $26.56/hour
Craftsworker	BT-2	$22.02 - $26.56/hour
Plumber	BT-3	$24.22 - $29.21/hour
Electrician	BT-3	$24.22 - $29.21/hour
Administrative Specialist	I-15	$21.88 - $28.28/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
HEALTH AND HUMAN SERVICES		
Health Department		
Director of Public Health	K-24	$86,746 - $107,565
Environmental Health Agent	I-20	$29.75- $38.43/hour
Public Health Nurse	IE-20	$58,012.50 - $74,938.50
Program Coordinator	G-16	$22.56 - $29.29/hour
Sr. Program Coordinator	G-20	$28.87 - $37.49/hour
Administrative Coordinator	I-15	$21.88 - $28.28/hour
Department Assistant 2	I-13	$18.36 - $23.71/hour
Council on Aging		
Executive Director	K-23	$79,750 - $98,890
Assistant Executive Director	GE-20	$56,296.50 - $73,105.50
Social Worker 1	IE-18	$48,106.50 - $62,185.50
Program Coordinator	G-16	$22.56 - $29.29/hour
Youth Services		
Director of Youth Services	K-23	$79,750 - $98,890
Social Worker 2	IE-19	$52,825.50 - $68,269.50
Administrative Assistant	I-14	$19.94 - $25.76/hour
PLANNING & COMMUNITY DEVELOPMENT		
Planning		
Director of Planning & Comm. Develop	K-25	$93,742 - $116,240
Assistant Town Planner	GE-19	$51,285 - $66,592.50
Director of Economic Development	K-22	$72,754- $90,215
Administrative Assistant	I-14	$19.94 - $25.76/hour
Community Development		
Director of Conservation	K-22	$72,754- $90,215
Administrative Specialist	I-15	$21.88 - $28.28/hour
Conservation Specialist	I-17	$23.92 - $30.92/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 15, 2016
(Excludes Seasonal, Temporary and Intermittent Positions

TITLE	GRADE	ANNUALIZED SALARY RANGE
CULTURE AND LEISURE SERVICES		
Library		
Director of Public Library	K-24	$86,746 - $107,565
Assistant Director of Public Library	GE-21	$60,391.50 - $78,409.50
Reference Supervisor	GE-19	$51,285 - $66,592.50
Children's Supervisor	GE-18	$46,702.50 - $60,664.50
Technology Specilalist/Archivist	GE-19	$51,285 - $66,592.50
Tech. Services Supervisor	GE-19	$51,285 - $66,592.50
Reference Librarian/AV Specialist	GE-18	$46,702.50 - $60,664.50
Reference Librarian/Program Specialist	GE-18	$46,702.50 - $60,664.50
Circulation Supervisor	GE-17	$45,298.50 - $58,831.50
Assistant Children's Librarian	G-15	$21.25 - $27.59/hour
Assistant Cataloger	G-14	$19.36 - $25.13/hour
Administrative Specialist	I-15	$21.88 - $28.28/hour
Library Assistant PT	G-13	$17.81 - $23.13/hour
Library Assistant FT	G-13	$17.81 - $23.13/hour
Reference Librarian PT	G-13	$17.81 - $23.13/hour
Park & Recreation		
Director of Park and Recreation	K-24	$86,746 - $107,565
Assistant Director	GE-20	$56,296.50 - $73,105.50
Recreation Supervisor	I-16	$23.24 - $30.03/hour
Administrative Specialist	I-15	$21.88 - $28.28/hour

NEEDHAM PUBLIC SCHOOLS *OPERATING BUDGET CLASSIFICATION*	Budgeted FY 2014 Funded FTE	Budgeted FY 2014 Salary * Minimum	Budgeted FY 2014 Salary * Maximum	Budgeted FY 2015 Funded FTE	Budgeted FY 2015 Salary * Minimum	Budgeted FY 2015 Salary * Maximum	Budgeted FY 2016 Funded FTE	Budgeted FY 2016 Salary * Minimum	Budgeted FY 2016 Salary * Maximum
Superintendent	1.00	191,617		1.00	198,324		1.00	207,249	
Central Administrators	4.00	134,890	147,528	4.00	134,000	153,429	4.00	139,000	167,000
High School Principal	1.00	142,865		1.00	148,437		1.00	153,000	168,000
Middle School Principals	2.00	123,524	127,371	2.00	127,500	128,156	2.00	130,000	144,000
Elementary Principals	5.00	114,080	136,496	5.00	120,664	141,956	5.00	126,000	137,000
High School Assistant Principals	3.00	85,640	120,134	3.00	89,065	124,939	3.00	91,514	128,375
Middle School Assistant Principals	2.00	79,857	113,718	2.40	84,266	119,998	2.40	86,584	123,298
Elementary Assistant Principals	1.50	73,149	107,364	3.00	76,075	111,658	3.00	78,168	114,729
K-12 Directors	7.00	72,552	115,308	7.00	77,439	122,646	7.00	79,569	126,019
Directors of Special Education	3.00	81,804	122,573	3.50	77,931	124,037	3.50	80,074	127,448
Special Education Coordinators	6.67	73,418	109,982	3.97	78,313	115,857	5.47	80,466	119,043
Assistant Athletic Director **				0.50	104,000		0.50	108,160	
Department Chairs/ Curriculum Coordinators	7.00	73,418	108,616	5.90	78,313	118,753	8.30	80,466	122,019
Teachers	438.06	44,621	93,520	466.97	46,294	97,027	468.38	47,058	99,307
Nurses	8.45	44,621	93,520	8.56	46,294	97,027	8.56	47,058	99,307
Instructional Assistants	103.08	$15.71976/hr	$31.30930/hr	99.15	$15.79836/hr	$31.36164/hr	104.59	$15.87735/hr	$32.8199/hr
Permanent Substitutes	2.29	$14.87/hr		2.29	$15.17/hr		2.29	$15.47/hr	
Network Administrator/ Engineer	1.00	98,180		1.50	67,000	102,107	1.50	69,680	110,439
Information Technology /Database Administrators	2.00	75,312	86,878	2.50	53,000	90,353	3.00	53,000	119,600
Instructional Technology Operations Manager				1.00	72,500		1.00	NA	NA
Computer Technicians	7.00	$23.6965/hr	$29.9664/hr	8.00	$24.1704/hr	$31.0213/hr	7.00	$24.8472/hr	$31.8898/hr
School Office Assistants	12.36	$14.3892/hr	$18.9384/hr	12.54	$14.6770/hr	$19.5104/hr	12.54	$15.0879/hr	$20.0567/hr
Mail Carrier/Production Center Operator	1.00	$17.6876/hr	$23.2884/hr	1.00	$18.0414/hr	$23.9917/hr	1.00	$18.5465/hr	$24.6634/hr
Secretaries/ Accounts Payable/ Bookkeepers/ Payroll Cl	33.64	$17.6876/hr	$28.2471/hr	33.04	$18.0414/hr	$29.1001/hr	32.7	$18.5465/hr	$29.9149/hr
Director of Community Education **	0.10	103,750		0.10	107,900		0.10	107,900	116,705
Volunteeer Coordinator **	0.09	56,598		0.09	58,862		0.09	56,598	61,215
Executive/Administrative Secretaries	5.00	$32.1099/hr	$42.0516/hr	5.00	57,710	82,580	5.00	57,710	89,319
Bus/Van Drivers	5.86	$15.11/hr	$16.78/hr	5.86	$15.49/hr	$17.20/hr	6.57	$15.49/hr	$24.67/hr
Bus/Van Monitors	0.71	$13.11/hr	$14.55/hr	1.14	$13.44/hr	$14.91/hr	1.29	$13.44/hr	$15.67/hr
Human Resources Specialist	1.00	51,356		1.00	$29.23/hr		1.00	58,000	60,320
Lead Payroll Supervisor				1.00	61,360		1.00	61,360	66,367
Lead Accountant **	0.20	62,213		0.20	65,634		0.20	65,634	73,052
Budget Analyst/ Asst. Director Finance	1.00	71,120		2.00	65,520	75,032	2.00	65,520	83,512
Total	665.91			695.20			705.97		

* All salares expressed in full-time equivalent terms

** Partially Funded in Operating Budget

This page is intentionally blank.

DEBT APPENDIX A

(This page is intentionally blank.)

Town of Needham Schedule of Issued Long Term Debt Service

Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	Debt Service 2016	Debt Service 2017	Debt Service 2018	Debt Service 2019	Debt Service 2020	Debt Service 2021	Debt Service 2022 - 2026	Debt Service After 2026
Central Ave & Elliot Street Bridge Design	14-May-14	$250,000	15-Nov-18	3.67%	$70,677.08	$68,437.50	$66,250.00	$63,750.00				
DPW Complex - Garage Bays	13-May-13	$800,000	15-May-24	2.09%	$94,800.00	$93,200.00	$91,600.00	$90,000.00	$88,400.00	$86,800.00	$250,800.00	
Fire Engine	11-May-11	$400,000	15-Jul-16	2.72%	$104,500.00	$101,500.00						
Kendrick Street Bridge Repair	12-May-10	$750,000	01-Aug-21	2.21%	$85,687.50	$84,187.50	$82,687.50	$81,187.50	$79,593.75	$77,812.50	$75,937.50	
Parking Lot Improvement (Marked Lee)	05-May-08	$100,000	01-Aug-16	2.00%	$20,600.00	$20,200.00						
Pollard School Boiler Replacement	13-May-13	$95,000	15-May-18	2.00%	$26,400.00	$25,900.00	$20,400.00					
Pollard School Boiler Replacement	13-May-13	$565,000	15-Jul-21	3.22%	$84,350.00	$82,250.00	$80,150.00	$78,050.00	$75,950.00	$73,500.00	$71,050.00	
Pollard School Roof Replacement	10-Nov-10	$1,000,000	01-Oct-15	2.80%	$203,000.00							
Pollard School Roof Replacement	10-Nov-10	$725,000	15-Jul-22	3.67%	$94,625.00	$92,375.00	$90,125.00	$82,600.00	$79,800.00	$77,000.00	$145,600.00	
Property Acquisition - 37-39 Lincoln Street	16-May-12	$25,000	15-May-18	2.00%	$5,300.00	$5,200.00	$5,100.00					
Property Acquisition - 37-39 Lincoln Street	16-May-12	$605,000	01-Nov-32	3.39%	$47,700.00	$46,800.00	$45,750.00	$44,550.00	$43,350.00	$42,300.00	$198,000.00	$237,000.00
Property Acquisition - 51 Lincoln Street	13-Nov-12	$150,000	15-May-18	2.00%	$42,200.00	$36,400.00	$35,700.00					
Property Acquisition - 51 Lincoln Street	13-Nov-12	$950,000	01-Nov-32	3.39%	$77,825.00	$76,325.00	$74,575.00	$72,575.00	$70,575.00	$68,825.00	$307,300.00	$355,500.02
Property Acquisition - 59 Lincoln Street & 89 School Street	14-May-12	$117,500	15-May-18	2.00%	$31,700.00	$31,100.00	$25,500.00					
Property Acquisition - 59 Lincoln Street & 89 School Street	14-May-12	$1,005,000	01-Nov-32	3.39%	$79,500.00	$78,000.00	$76,250.00	$74,250.00	$72,250.00	$70,500.00	$330,000.00	$395,000.00
Property Acquisition - 66 - 70 Chestnut Street	04-Nov-13	$1,330,000	15-Nov-33	3.35%	$118,970.83	$113,400.00	$110,950.00	$108,150.00	$105,350.00	$102,550.00	$470,750.00	$627,025.00
Property Acquisition 59 Lincoln Street & 89 School Street	14-May-12	$52,500	15-Jul-32	2.93%	$4,390.00	$4,300.00	$4,210.00	$4,105.00	$3,985.00	$3,865.00	$16,655.00	$15,302.50
Public Services Administration Building	27-Oct-08	$20,000	01-Nov-16	2.95%	$5,225.00	$5,075.00						
Public Services Administration Building	27-Oct-08	$100,000	15-Jul-22	3.69%	$12,750.00	$12,450.00	$12,150.00	$11,800.00	$11,400.00	$11,000.00	$20,800.00	

Town of Needham Schedule of Issued Long Term Debt Service

Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	Debt Service 2016	Debt Service 2017	Debt Service 2018	Debt Service 2019	Debt Service 2020	Debt Service 2021	Debt Service 2022 - 2026	Debt Service After 2026
Public Services Administration Building	27-Oct-08	$4,000,000	01-Aug-26	3.16%	$325,125.00	$319,125.00	$312,525.00	$306,225.00	$299,325.00	$292,125.00	$1,293,637.50	$214,200.00
Public Services Administration Building	27-Oct-08	$1,000,000	01-Dec-24	3.07%	$85,606.25	$84,062.50	$82,356.25	$80,487.50	$78,537.50	$86,437.50	$320,906.25	
Public Works Infrastructure Program	07-May-12	$210,000	15-May-18	2.00%	$58,100.00	$52,000.00	$51,000.00					
Public Works Infrastructure Program	13-May-13	$100,000	15-May-18	2.00%	$26,500.00	$26,000.00	$25,500.00					
Public Works Infrastructure Program	07-May-12	$190,000	15 Nov-18	3.67%	$53,714.58	$52,012.50	$50,350.00	$48,450.00				
Public Works Infrastructure Program	13-May-13	$500,000	15-Nov-18	3.60%	$141,354.17	$136,875.00	$132,500.00	$127,500.00				
Public Works Infrastructure Program	12-May-14	$580,000	15-Nov-18	3.67%	$163,970.83	$158,775.00	$153,700.00	$147,900.00				
Road, Bridges, Sidewalks and Intersection Improvement Program	03-May-10	$120,000	15-Jul-16	3.13%	$41,800.00	$40,600.00						
Road, Bridges, Sidewalks and Intersection Improvement Program	02-May-11	$350,000	15-Jul-16	3.13%	$120,175.00	$116,725.00						
Road, Bridges, Sidewalks and Intersection Improvement Program	03-May-10	$306,500	15-Jul-17	2.72%	$73,450.00	$71,350.00	$10,150.00					
Road, Bridges, Sidewalks and Intersection Improvement Program	02-May-11	$600,000	15-Jul-17	2.82%	$129,000.00	$125,400.00	$121,800.00					
Road, Bridges, Sidewalks and Intersection Improvement Program	03-May-10	$129,000	15-May-18	2.00%	$31,800.00	$31,200.00	$30,600.00					
Road, Bridges, Sidewalks and Intersection Improvement Program	02-May-11	$150,000	15-May-18	2.00%	$42,200.00	$36,400.00	$35,700.00					
Senior Center (Series I)	07-Nov-11	$1,000,000	01-Nov-32	3.38%	$83,831.26	$77,256.26	$75,506.26	$73,506.26	$71,506.26	$69,756.26	$326,281.30	$371,240.67
Senior Center (Series II)	07-Nov-11	$5,050,000	15 Jul-33	3.54%	$413,875.00	$406,225.00	$398,575.00	$390,925.00	$383,275.00	$374,350.00	$1,734,550.00	$2,307,500.00
Senior Center (Series III)	07-Nov-11	$1,050,500	15-May-34	2.83%	$80,400.00	$79,300.00	$78,200.00	$77,100.00	$76,000.00	$74,900.00	$347,300.00	$460,450.00
Stormwater - MWPAT 98-92	06-May-98	$364,979	01-Aug-19	(see note)	$34,152.24	$32,701.87	$31,149.37	$29,874.01	$28,566.79			
Street & Traffic Light Improvements	19-May-08	$25,000	01-Nov-17	3.34%	$5,425.00	$5,275.00	$5,100.00					
Title V Loans	01-May-97	$85,894	01-Aug-19	(see note)	$5,922.75	$5,662.92	$5,391.28	$5,119.64	$4,853.91			

Town of Needham Schedule of Issued Long Term Debt Service

Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	Debt Service 2016	Debt Service 2017	Debt Service 2018	Debt Service 2019	Debt Service 2020	Debt Service 2021	Debt Service 2022 - 2026	Debt Service After 2026
Town Hall Project (Series I)	18-May-09	$2,500,000	01-Apr-17	2.24%	$314,250.00	$307,500.00						
Town Hall (Series III)	18-May-09	$385,000	01-Aug-26	2.63%	$32,281.26	$31,781.26	$31,281.26	$30,781.26	$30,250.01	$29,656.26	$138,125.05	$25,390.63
Total General Fund Debt Service Within the Levy Limit					$3,473,133.75	$3,173,327.31	$2,452,781.92	$2,028,886.17	$1,602,968.22	$1,541,377.52	$6,047,692.60	$5,008,608.82
Town Hall (Series II)	18-May-09	$3,500,000	01-Oct-28	3.36%	$280,887.50	$276,012.50	$272,112.50	$267,968.75	$260,900.00	$251,150.00	$1,160,321.92	$607,515.64
Town Hall (Series III)	18-May-09	$1,225,000	01-Aug-26	2.63%	$103,300.00	$101,700.00	$100,100.00	$98,500.00	$96,800.00	$94,900.00	$442,000.00	$81,250.00
Town Hall (Series IV)	18-May-09	$970,000	15-Jul-30	2.80%	$80,250.00	$78,600.00	$76,950.00	$75,025.00	$72,825.00	$70,625.00	$322,325.00	$269,612.50
Total Community Preservation Act Debt Service					$464,437.50	$456,312.50	$449,162.50	$441,493.75	$430,525.00	$416,675.00	$1,924,646.92	$958,378.14
Soil Remediation	13-Nov-12	$140,000	01-Nov-17	3.31%	$32,200.00	$26,375.00	$25,500.00					
Construction Equipment	06-May-13	$210,000	15-May-17	2.00%	$72,800.00	$71,400.00						
Total RTS Enterprise Debt Service					$105,000.00	$97,775.00	$25,500.00					
MWPAT 97-13	28-Oct-96	$67,700	01-Aug-18	(see note)	$6,451.53	$6,288.05	$6,106.89	$6,150.00				
MWPAT 97-33	28-Oct-96	$180,300	01-Aug-18	(see note)	$17,019.98	$16,720.92	$16,208.29	$16,195.00				
MWPAT 97-63	05-May-97	$1,019,778	01-Aug-18	(see note)	$96,382.43	$94,916.69	$91,683.46	$91,840.00				
MWPAT 98-10	05-May-97	$130,200	01-Aug-18	(see note)	$12,320.71	$12,114.16	$11,683.18	$11,685.00				
West Street Force Main	01-May-98	$568,400	01-May-19	3.98%	$70,032.50	$67,632.50	$70,232.50	$67,600.00				
West Street Pumping Station	01-May-98	$1,252,300	01-May-19	3.98%	$146,669.00	$151,669.00	$149,269.00	$147,680.00				
Sewer Pump Station Richardson Drive	13-Nov-02	$200,000	01-Apr-16	2.00%	$15,337.50							
Sewer Pump Station - GPA	11-May-05	$500,000	01-Jun-19	3.17%	$57,187.50	$56,000.00	$54,000.00	$52,000.00				
Sewer Rehabilitation - Rte 128 Area	07-Nov-05	$320,000	01-Aug-28	3.39%	$22,312.50	$21,937.50	$21,525.00	$21,131.25	$20,700.00	$20,250.00	$93,825.00	$63,800.00

Town of Needham - Debt Service Appendix A

Town of Needham Schedule of Issued Long Term Debt Service

Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	Debt Service 2016	Debt Service 2017	Debt Service 2018	Debt Service 2019	Debt Service 2020	Debt Service 2021	Debt Service 2022 - 2026	Debt Service After 2026
Sewer Rehabilitation - Rte 128 Area	07-Nov-05	$145,000	01-Dec-19	2.59%	$16,706.25	$16,350.00	$15,956.25	$15,525.00	$10,150.00			
Sewer Rehabilitation - Rte 128 Area	07-Nov-05	$500,000	15-Nov-22	4.00%	$129,166.67	$122,500.00	$118,000.00	$109,100.00	$105,300.00	$77,000.00	$145,600.00	
Sewer System Rehabilitation I/I (MWRA)	16-May-07	$57,613	15-Nov-15		$11,522.50							
Sewer System Rehabilitation I/I (MWRA)	16-May-07	$220,990	15-Feb-17		$44,198.00	$44,198.00						
Sewer Pump Station GPA	19-May-08	$550,000	01-Aug-28	3.36%	$42,800.00	$42,050.00	$41,225.00	$40,437.50	$39,575.00	$33,750.00	$156,375.00	$106,400.00
Sewer Pump Station Design (Reservoir B)	04-May-09	$90,000	15-Jul-17	2.79%	$21,200.00	$15,675.00	$15,225.00					
Sewer Pump Station Reservior B - MWPAT	07-Nov-11	$6,034,290	15-Jan-33	2.15%	$373,945.18	$374,005.59	$374,065.92	$374,128.59	$374,191.96	$374,256.32	$1,872,306.43	$2,624,377.55
Sewer Pump Station Reservior B - MWPAT	07-Nov-11	$78,491	15-Jan-18	2.15%		$40,873.49	$40,519.84					
Total Sewer Enterprise Debt Service					$1,083,252.25	$1,082,930.90	$1,025,700.33	$953,472.34	$549,916.96	$505,256.32	$2,268,106.43	$2,794,577.55
Water System Rehabilitation - Rte 128 Area	15-May-06	$212,000	01-Jun-19	3.16%	$22,875.00	$22,400.00	$21,600.00	$20,800.00				
Water Storage Tank Rehabilitation	19-May-08	$655,000	01-Jun-19	3.16%	$74,343.76	$72,800.00	$70,200.00	$67,600.00				
Water Service Connections	01-May-06	$55,000	01-Aug-19	2.51%	$5,612.50	$5,487.50	$5,350.00	$5,218.75	$5,075.00			
Water System Rehabilitation - Rte 128 Area	15-May-06	$100,000	01-Aug-28	3.41%	$7,437.50	$7,312.50	$7,175.00	$7,043.75	$6,900.00	$6,750.00	$31,275.00	$21,400.00
Water Distribution System	18-May-09	$400,000	01-Dec-24	3.02%	$32,281.25	$31,687.50	$31,031.25	$30,312.50	$29,562.50	$28,812.50	$106,968.75	
MWPAT Water DWS-08-24	19-May-08	$765,335	15-Jul-30	2.00%	$49,405.29	$49,347.11	$49,289.34	$49,229.64	$49,168.68	$49,106.10	$244,557.98	$242,805.87
St Mary's Pump Station	13-May-13	$1,995,000	15-May-34	2.85%	$148,775.00	$146,775.00	$144,775.00	$142,775.00	$140,775.00	$138,775.00	$662,375.00	$914,500.00
Water Treatment Facility	20-May-96	$1,710,000	01-May-19	3.98%	$207,193.00	$202,593.00	$201,393.00	$204,360.00				
Water Treatment Facility	17-Nov-97	$1,994,300	01-May-19	3.98%	$237,210.50	$236,610.50	$239,210.50	$240,760.00				
Water Main Improvements	19-May-08	$400,000	15-Nov-20	3.95%	$55,633.33	$53,400.00	$52,000.00	$50,400.00	$48,800.00	$47,200.00	$172,800.00	

Town of Needham Schedule of Issued Long Term Debt Service

Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	Debt Service 2016	Debt Service 2017	Debt Service 2018	Debt Service 2019	Debt Service 2020	Debt Service 2021	Debt Service 2022 - 2026	Debt Service After 2026
St Mary's Pump Station	13-May-13	$1,700,000	15-Nov-33	3.36%	$152,637.50	$145,500.00	$142,350.00	$138,750.00	$135,150.00	$131,550.00	$603,750.00	$794,075.00
Water System Rehabilitation - Rte 128 Area	15-May-06	$638,000	15-Nov-22	4.00%	$135,146.67	$128,020.00	$116,660.00	$114,900.00	$111,100.00	$131,800.00	$244,300.00	
Total Water Enterprise Debt Service					$1,128,551.30	$1,101,933.11	$1,081,034.09	$1,072,149.64	$526,531.18	$533,993.60	$2,066,026.73	$1,972,780.87
High Rock School - Designs	01-Nov-06	$480,000	01-Dec-26	3.91%	$36,531.25	$35,562.50	$34,562.50	$33,531.25	$32,468.75	$31,500.00	$142,500.00	$25,500.00
High Rock & Pollard School Projects	16-May-07	$1,120,000	01-Dec-26	3.91%	$86,875.00	$84,550.00	$82,150.00	$79,675.00	$77,125.00	$74,800.00	$323,900.00	$56,100.00
High School (Series IIA)	12-May-03	$9,000,000	01-Dec-24	3.89%	$731,662.50	$711,125.00	$689,925.00	$668,062.50	$645,537.50	$625,000.00	$2,278,400.00	
High School (Series IIB)	07-Feb-05	$2,000,000	01-Dec-26	3.91%	$153,431.25	$149,362.50	$145,162.50	$140,831.25	$136,368.75	$132,300.00	$598,500.00	$107,100.00
High Rock & Pollard School Projects (Series III)	16-May-07	$5,000,000	01-Aug-27	4.69%	$420,262.50	$409,662.50	$398,731.25	$387,137.50	$375,212.50	$362,625.00	$1,592,500.00	$546,000.00
High School (Series III)	07-Feb-05	$3,850,000	01-Jun-28	3.42%	$288,200.00	$283,450.00	$275,450.00	$267,450.00	$259,450.00	$253,450.00	$1,167,500.00	$321,150.00
High Rock & Pollard School Projects (Series IV)	16-May-07	$10,500,000	01-Aug-28	3.35%	$801,737.50	$787,862.50	$772,600.00	$758,031.25	$742,075.00	$720,500.00	$3,330,250.00	$1,749,000.00
Newman School Extraordinary Repairs (Series I)	02-Nov-09	$1,000,000	01-Dec-19	2.62%	$112,375.00	$110,000.00	$107,375.00	$104,500.00	$101,500.00			
Newman School Extraordinary Repairs (Series III)	02-Nov-09	$5,000,000	01-Oct-28	3.35%	$402,300.00	$395,300.00	$389,700.00	$383,750.00	$373,600.00	$359,600.00	$1,660,975.00	$844,125.00
Broadmeadow School (Refunding Bond)	01-May-00	$8,400,000	01-Nov-23	3.00%	$886,300.00	$857,150.00	$828,300.00	$801,325.00	$771,225.00	$741,425.00	$2,029,300.00	
Library Project (Refunding Bond)	07-May-03	$6,510,000	01-Dec-19	3.00%	$933,750.00	$902,000.00	$870,550.00	$830,475.00	$796,775.00			
Newman School Extraordinary Repairs (Series IV)	02-Nov-09	$9,000,000	15-Jul-32	2.82%	$689,360.00	$675,800.00	$662,240.00	$646,420.00	$628,340.00	$610,260.00	$2,794,220.00	$3,415,960.00
Newman School Extraordinary Repairs (Series V)	02-Nov-09	$2,200,000	01-Nov-32	3.39%	$174,900.00	$171,600.00	$167,750.00	$163,350.00	$158,950.00	$155,100.00	$726,000.00	$869,000.00
Eliot School	01-May-00	$2,562,000	15-Nov-24	3.94%	$379,174.17	$359,405.00	$346,840.00	$314,400.00	$304,400.00	$294,400.00	$1,063,500.00	
High School	12-May-03	$4,775,000	15-Nov-25	3.97%	$773,120.83	$712,625.00	$674,300.00	$653,700.00	$589,000.00	$560,400.00	$2,507,000.00	
Total Excluded General Fund Debt Service					$6,869,980.00	$6,645,455.00	$6,445,636.25	$6,232,638.75	$5,992,027.50	$4,921,360.00	$20,214,545.00	$7,933,935.00

Town of Needham Schedule of Issued Long Term Debt Service

Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	Debt Service 2016	Debt Service 2017	Debt Service 2018	Debt Service 2019	Debt Service 2020	Debt Service 2021	Debt Service 2022 - 2026	Debt Service After 2026
Total Long Term Debt Service					$13,124,354.80	$12,557,733.82	$11,479,815.09	$10,728,640.65	$9,101,968.86	$7,918,662.44	$32,521,017.68	$18,668,280.38

* Rate reflects the average rate over the life of the loan.
Note: Massachusetts Water Pollution Abatement Trust (MWPAT) loans include many communities and multiple loans and are restructured from time to time by the Trust. The program provides grants and other financial assistance which in some instances results in a low or no interest rate loan.

DEBT APPENDIX B

(This page is intentionally blank.)

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Open General Fund Projects				
Stormwater Master Plan Drainage	May-09	49	$200,000	$42,000
Senior Center Construction	Nov-11	14	$8,051,808	$33,808
DPW Garage Bays	May-13	42	$1,100,000	$10,000
Public Works Infrastructure Program	May-14	38	$800,000	$220,000
Public Works Infrastructure Program	May-15	42	$1,000,000	$1,000,000
Central Avenue/Elliot Street Bridge Construction	May-15	43	$2,000,000	$2,000,000
Central Avenue/Elliot Street Bridge Design	May-15	39	$900,000	$650,000
High School Cafeteria Expansion	Nov-15	11	$2,100,000	$2,100,000
TOTAL				$6,055,808
Proposed General Fund Projects for the 2016 ATM				
Public Works Infrastructure Program	Pending			$750,000
TOTAL				$750,000
Open CPA Fund Projects				
NONE				
TOTAL				$0
Proposed CPA Fund Projects for the 2016 ATM				
NONE				
TOTAL				$0

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Open RTS Enterprise Fund Projects				
Recycling Transfer Station Soil Remediation	Nov-12	16	$400,000	$158,000
TOTAL				$158,000
Proposed RTS Enterprise Fund Projects for the 2016 ATM				
Speciality Equipment Replacement	Pending			$269,000
TOTAL				$269,000
Open Sewer Enterprise Fund Projects				
Sewer System Rehabilitation I/I Work	May-07	45	$1,806,800	$59,159
Sewer Pump Station Design Reservoir B	May-09	55	$577,500	$5,197
Sewer Pump Station Reservoir B	Nov-11	15	$6,300,000	$187,219
TOTAL				$251,575
Proposed Sewer Enterprise Fund Projects for the 2016 ATM				
NONE				
TOTAL				$0
Open Water Enterprise Fund Projects				
Water Main Improvements	May-08	47	$1,900,000	$74,869
St. Mary's Pump Station	May-13	47	$5,565,100	$965,100
Water System Rehabilitation Program	May-15	47	$635,000	$635,000
TOTAL				$1,674,969

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Proposed Water Enterprise Fund Projects for the 2016 ATM				
NONE				
TOTAL				$0
Open General Fund Projects Funded by Debt Exclusion				
Owens Farm Land Purchase for Hillside School *	Nov-15	13	$7,000,000	$7,000,000
*Purchase is to be included in the ballot question for the Hillside School				
SUB TOTAL				$7,000,000
Proposed General Fund Projects for the 2016 ATM to be Funded by Debt Exclusion				
TOTAL				$0

This page is intentionally blank.

TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

MONDAY, MAY 9, 2016

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

MONDAY, THE NINTH DAY OF MAY, 2016

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – FIRE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

FINANCE ARTICLES

ARTICLE 3: FIRE PLANNING INSPECTION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $55,000 for a Fire Pre-Planning Inspection Program, to be spent under the direction of the Town Manager, and to meet this appropriation that $55,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *This funding will enable the Fire Prevention Division to secure the services of an inspector to conduct planning inspections of public buildings, schools, and commercial establishments. Information gathered at these inspections – such as pictures, floor plans, hazardous material locations and amounts – will be entered into the public safety computer-aided dispatch (CAD) database to be readily accessible to emergency responders and dispatchers. Approximately 1,400 sites require information gathering and input, which will be completed over 30 months.*

ARTICLE 4: AMEND THE FY2016 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the May 2015 Annual Town Meeting, and amended under Article 9 of the November 2, 2015 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
27A	HHS Salary & Wages	$1,186,457	$1,148,360
27B	HHS Expenses	$245,245	$283,342

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *This article is to amend the Town's operating budget for FY2016. The request is to transfer $38,097 from the Health and Human Services salary and wages budget line to expenses. The change to the operating budget bottom line is zero. Due to changes in staff and the securing of grants, the department will have some one-time salary savings which the*

department seeks to purchase needed office equipment, safety equipment, and technology. The funds would also pay for training and outside professional consultants to complete two investigative studies that will assist the department in moving forward.

ARTICLE 5: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $5,916 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
DPW	Global Montello Group Corp	Fuel	2015	$5,541
Public Facilities	East Coast Security Services, Inc.	Annunciator Programming	2014	$375

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year or in excess of appropriation.

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 6: AUTHORIZE MINUTEMAN SCHOOL BONDING

To see if the Town will approve the amount of $144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation, the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(d) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member

municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *This article seeks Town Meeting approval for the Minuteman Regional Vocational Technical School District's proposed construction of a new school at the District's campus in Lexington and Lincoln, to be built in conjunction with the Massachusetts School Building Authority (MSBA).*

The text of the main motion essentially follows that of the Minuteman District School Committee's vote of March 15, 2016, approving bonding authority for the project. By law, that action is subject to disapproval within sixty days by any member community's town meeting. Needham is a member community of the District, and on advice of District counsel, a "no" vote on this article will be deemed a disapproval of the bonding. The Board of Selectmen supports a "yes" vote, but has included this article in the STM warrant for town meeting decision because the costs and related issues are significant.

Minuteman's existing facility, built in the early 1970's, has serious building systems and capital maintenance issues, does not meet current code and architectural standards, and cannot optimally support Minuteman's vocational education program. The current MSBA timeline requires the District to secure necessary approvals for its share of capital borrowing before the end of June, 2016.

A related issue previously before town meeting has been revision of the District's regional agreement. That process was completed earlier this year with approval by all member town meetings and the State Commissioner of Education. The changes in the revised agreement are intended to improve governance and cost sharing and facilitate realignment of the district.

As part of the new agreement six, mostly low-enrolling, communities are withdrawing from the district effective July 1, 2017. The District's net capital costs for this project will be shared by the ten remaining towns. However, under revised regulations applicable to MSBA projects, the District will be able to assess a capital charge to out-of-district students (including those of departing towns) over and above the state set maximum tuition.

The estimated cost of the project, which is for a new school with a design enrollment of 628 students, is approximately $150 million, towards which the MSBA has committed $44 million. With thirty year bonding, Needham's share of that cost will be proportional to its share of the student enrollment and the amount payable each year will be included in the District's budget assessments. Needham currently has 25 students at Minuteman, and that number is expected to increase to some extent with a new facility.

If the Capital Project is not approved, the District will face difficult challenges operating and maintaining its existing facility. The member communities will share those costs, which without MSBA and out of district contributions may be higher than the cost to build a new school.

Although the project cost is substantial, the Selectmen believe it will help put the Minuteman District, and vocational education in our region, on a sound path going forward. Minuteman High School is the

primary vocational education resource for Needham residents and is an important option for students who either seek or will be better served by vocational education opportunities.

CAPITAL ARTICLES

ARTICLE 7: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate $762,500 for the acquisition of real property known as 609 Central Avenue (Assessors Map 108, Lot 11), and for associated costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The property at 609 Central Avenue became available for acquisition in the last few months. The property is immediately adjacent to the "Owens Farm" properties recently acquired for the construction of an elementary school to replace the Hillside School. The property will improve the design, traffic flow, area for playground construction, parking, and accessibility. The property consists of approximately .32 acres and, if approved, will be purchased for $725,000. The balance of the appropriation will fund related expenses to acquire and incorporate the parcel into the project overall.*

RESERVE ARTICLES

ARTICLE 8: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $29,296 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and that $8,050 be transferred from Article 32 of the 2010 Annual Town Meeting and $21,246 be transferred from Article 36 of the 2011 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Explanation: *Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The March 31, 2016 balance in the fund was $670,479.*

ARTICLE 9: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate $320,186 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The 2012 Annual Town Meeting approved the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park Field Complex. This article would allocate non-recurring Free Cash that was not proposed for appropriation in the 2016 Annual Town Meeting Warrant to continue to reserve funds for the anticipated replacement of the synthetic turf fields at Memorial Park and DeFazio Park Field Complex, and the renovation or reconstruction of the Memorial Park Building. The March 31, 2016 balance in the fund was $1,974,847.*

ARTICLE 10: APPROPRIATE TO DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate $320,186 to the Debt Service Stabilization Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The November 2, 2015 Special Town Meeting approved the creation of a Debt Service Stabilization Fund (DSSF) to set aside funds to pay certain debt obligations. This fund is intended to be part of the Town's overall planning strategy for addressing capital facility needs. The fund provides added flexibility by smoothing out the impact of debt payments in years when the debt level is higher than is typically recommended. The fund would also be beneficial at times when interest rates are higher than expected. The plan for the fund is designed to ensure that the monies are not depleted in a single year, and that the amount available for appropriation is known before the budget year begins. This article would allocate non-recurring Free Cash that was not proposed for appropriation in the 2016 Annual Town Meeting Warrant to continue to reserve funds for known capital facility planned in the next few years.*

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 13th day of April, 2016.

MATTHEW D. BORRELLI, Chairman
MARIANNE B. COOLEY, Vice Chairman
DANIEL P. MATTHEWS, Clerk
JOHN A. BULIAN
MAURICE P. HANDEL

Selectmen of Needham

A TRUE COPY
Attest:
Constable:

FISCAL YEAR 2016
(July 1, 2015 – June 30, 2016)

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
Monday, November 2, 2015

SPECIAL TOWN MEETING
Wednesday, February 10, 2016

PRESIDENTIAL PRIMARY
Tuesday, March 1, 2016

ANNUAL TOWN ELECTION
Tuesday, April 12, 2016

ANNUAL TOWN MEETING
Monday, May 2, 2016

SPECIAL TOWN MEETING
Monday, May 9, 2016

FISCAL YEAR 2016
(July 1, 2015 – June 30, 2016)

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
Monday, November 2, 2015

SPECIAL TOWN MEETING
Wednesday, February 10, 2016

PRESIDENTIAL PRIMARY
Tuesday, March 1, 2016

ANNUAL TOWN ELECTION
Tuesday, April 12, 2016

ANNUAL TOWN MEETING
Monday, May 2, 2016

SPECIAL TOWN MEETING
Monday, May 9, 2016

WARRANT ARTICLE INDEX

SPECIAL TOWN MEETING – Monday, November 2, 2015

Article	Description	Page
1.	Approve Collective Bargaining Agreement – Needham Police Union	2
2.	Approve Collective Bargaining Agreement – Needham Police Superior Officers Association	2
3.	Approve Collective Bargaining Agreement – BCTIA/Custodians and Trades	3
4.	Amend General By-Laws – Term of Moderator	2
5.	Accept Access Easement – Rockwood Lane Subdivision	3
6.	Amend Zoning By-Law – Mixed Use Overlay District	3
7.	Amend Zoning By-Law – Map Change to Mixed Use Overlay District	8
8.	Amend Zoning By-Law - Historic Preservation Dimensional Special Permit	8
9.	Amend the FY2016 Operating Budget	10
10.	Appropriate For Fire Station 2 Feasibility Study	11
11.	Appropriate For High School Cafeteria Renovation	12
12.	Appropriate For Feasibility Study/Hillside School	13
13.	Appropriate For Property Acquisition	13
14.	Establish Debt Service Stabilization Fund	16

SPECIAL TOWN MEETING – Wednesday, February 10, 2016

Article	Description	Page
2.	Approve Collective Bargaining Agreement – BCTIA/Custodians and Trades	19
3.	Amendments to the Regional School District Agreement of the Minuteman Regional Vocational School District	19
3.	Appropriate for Feasibility Study	20

Presidential Primary – Tuesday, March 1, 2016 22

1. Annual Town Election – Tuesday, April 12, 2016 28

ANNUAL TOWN MEETING – Monday, May 2, 2016

Article	Description	Page
2.	Committee and Officer Reports	47
	HUMAN RESOURCES ARTICLES	
3.	Establish Elected Officials' Salaries	36/48
4.	Fund Collective Bargaining Agreement – Fire Union	48
5.	Fund Collective Bargaining Agreement – Police Superior Officer's Association	48
6.	Fund Collective Bargaining Agreement – Building Custodian and Tradesman Independent Association	49
	FINANCE ARTICLES	
7.	Accept Chapter 73, Section 4 of the Acts of 1986	37/49

WARRANT ARTICLE INDEX (Continued)

FINANCE ARTICLES

8.	Appropriate for Needham Property Tax Assistance Program	37/49
9.	Appropriate for Senior Corps	37/49
10.	Appropriate for Emergency Preparedness Program	49
11.	Appropriate for Public Facilities Maintenance Program	49
12.	Appropriate the FY2017 Operating Budget	50
13.	Appropriate the FY2017 RTS Enterprise Fund Budget	37/54
14.	Appropriate the FY2017 Sewer Enterprise Fund Budget	39/54
15.	Appropriate the FY2017 Water Enterprise Fund Budget	41/54
16.	Continue Department Revolving Funds	54
17.	Authorization to Expand State Funds for Public Ways	43/55

ZONING / LAND USE ARTICLES

18.	Amend Zoning By-Law – Mixed-Use Overlay District	55
19.	Amend Zoning By-Law – Map Change to Mixed-Use Overlay District	63
20.	Amend Zoning By-Law – Permitted Uses in New England Business Center District	64
21.	Amend Zoning By-Law – Maximum Building Bulk	66
22.	Amend Zoning By-Law – Special Permit Granting Authority in Center Business District	67
23.	Amend Zoning By-Law – Retaining Walls	67
24.	Amend Zoning By-Law – Minimum Side and Rear Line Setbacks: Accessory Structures	73

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

25.	Citizens Petitions – Needham Town Meeting – Food Truck Article	74
26.	Annual General By-Law – Historic Demolition Delay	77
27.	Amend General By-Law – Future School Needs Committee	77
28.	Accept Access Easement – Oak and Cypress	43/78
29.	Transfer of Property for Municipal Use – Greendale Avenue	78
30.	Transfer of Property for Municipal Use – Hillside School, Daley Building & Nike Site	79
31.	Transfer of Property for Recreational Use – Greene's Field & A Portion of DeFazio Park	79
32.	Transfer of Property for Recreational Use – A Portion of DeFazio Park	87
33.	Transfer of Property for Educational Use – A Portion of DeFazio Park & Central Avenue ("Owen's Farm")	87
34.	Home Rule Petition – Change in Use of Property on Greendale Avenue Under Article 97	88

COMMUNITY PRESERVATION ACT ARTICLES

35.	Appropriate for Community Housing Specialist	43/88
36.	Appropriate for Memorial Field Drain Improvements	89
37.	Appropriate for Trail Improvements – Student Conservation Association	89
38.	Appropriate Transfer to Conservation Fund	89
39.	Appropriate for Rosemary Lake Sediment Removal Design	90
40.	Appropriate for Rosemary Recreation Complex Design	90
41.	Appropriate for Community Preservation Fund	43/91

CAPITAL ARTICLES

42.	Rescind Debt Authorizations	44/91
43.	Appropriate for General Fund Cash Capital	91
44.	Appropriate for Public Works Infrastructure Program	95
45.	Appropriate for RTS Enterprise Fund Cash Capital	44/96

WARRANT ARTICLE INDEX (Continued)

CAPITAL ARTICLES

46.	Appropriate for RTS Fleet Replacement	45/96
47.	Appropriate for Sewer Enterprise Fund Cash Capital	46/96
48.	Appropriate for Water Enterprise Fund Cash Capital	46/96

TOWN RESERVE ARTICLES

49.	Appropriate to Athletic Facility Stabilization Fund	96
50.	Appropriate to Debt Service Stabilization Fund	96
51.	Appropriate to Stabilization Fund	97
52.	Omnibus	97

SPECIAL TOWN MEETING – Monday, May 9, 2016

Article	Description	Page
1.	Fund Collective Bargaining Agreement – Fire Union	82
2.	Fund Collective Bargaining Agreement – Police Superior Officers Association	82
3.	Fire Planning Inspection Program	81/83
4.	Amend the FY2016 Operating Budget	81/83
5.	Appropriate for Payment of Unpaid Bills of Prior Years	83
6.	Authorize Minuteman School Bonding	83
7.	Appropriate for Property Acquisition	85
8.	Appropriate to Capital Improvement Fund	82/86
9.	Appropriate to Athletic Facility Improvement Fund	86
10.	Appropriate to Debt Service Stabilization fund	82

RECORD OF SPECIAL TOWN MEETING
Monday, November 2, 2015

Pursuant to a Warrant issued by the Selectmen September 21, 2015 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, November 2, 2015, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 221 voters, including 221 Town Meeting Members, were checked on the list as being present and 30 absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. Town Meeting Members were requested to rise and join the Moderator in pledging allegiance to the flag.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshalls and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by Mackenzie Wade and Jeffrey Wade.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

2. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

3. No eating, drinking or smoking is permitted in the hall.

4. No firearms or weapons are permitted in the hall, except by law enforcement personnel.

5. No hats may be worn in the hall other than by uniformed personnel or for religious or medical reasons.

6. Members and all attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bonds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. coverage or cameras shall be dealt with swiftly by the chair and will be deemed to be out of order and addressed swiftly and definitively by the chair.

15. The Moderator seeks unanimous consent to adopt the following rules of practice concerning debate:

Committee Chairpersons, Proponents of Articles including Citizen Petitioners, Attorneys representing proponents: **(15 Minutes inclusive per article)**

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys: **(5 Minutes all-inclusive per article)**

Rules Concerning Budget Articles

In keeping with our tradition, I also seek your unanimous consent for a rule of procedure and debate for discussion under Article 9, Amendments to the Fiscal Year 2016 Operating Budget. That rule would provide that a motion to amend under this article which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.

Hearing no objection, the Moderator finds unanimous consent that the rules of procedure and practice concerning debate as described by the Moderator are voted and adopted and the Town Clerk will so record.

The following announcements were presented by the Moderator:

The Needham Exchange Club is holding their annual Holiday Citrus Fruit & Chocolate Sale this fall. Committee members Rick Lunetta and Jim Cruickshank will have forms available in the hallway during recess.

Jo-Anne Ochalla and the Community Center of Needham, Inc., along with the Town of Needham and the

Needham Business Association would like to invite you to participate in Needham Lights 2015, a celebration of community, friendship and light. 'Needham Lights with the Blue Tree Lighting' will take place right here in Powers Hall, around the Common and surrounding business district on Saturday, December 5th from 12-8 pm. Please join friends and neighbors as we enjoy music, dance, fire performers and, of course, the Traditional Blue Tree Lighting. There will be something for everyone during the day, including arts and crafts, creating lanterns, business promotions and Strolling together around a candle lit Common celebrating the season of light and joy. All are welcome; please see Needham Lights.org for more information.

The Moderator announced that the proponents no longer have an interest in Articles 2, 3, 6, and 7 and requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 2, 3, 6, and 7. There are no changes in the affirmative motions.

The Moderator announced that articles 9 and 11 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As is our custom, the Moderator will now present the remaining articles in the Warrant to the Meeting. One of the Articles in the Warrant – Article 4 – pertains to the office of Moderator. For this reason, the Moderator will recuse himself temporarily at this time and ask you to install a temporary, substitute Moderator for the purpose of presenting the Consent Calendar and presiding over any discussion or vote on Article 4.

To serve in this role, the Moderator respectfully tendered to the meeting Paul T. Milligan, Esq. Mr. Milligan is an experience Town Meeting Member from Precinct H and a distinguished attorney. He has been accepted in the past by Town Meeting as a temporary Moderator. Unanimous consent was given to appoint Paul T. Milligan as temporary Moderator to preside over the presentation of the Consent Calendar and any discussion or vote on Article 4.

The temporary Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Article 4. The Moderator then called the above-mentioned article by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 4: AMEND GENERAL BY-LAWS – TERM OF MODERATOR

To see if the Town will vote to amend the General By-Laws, Section 1.10 ELECTION OF OFFICERS, by deleting subsection (c) "A Moderator for a term of one year", and inserting in place thereof a new subsection (c) "A Moderator for a term of three years"; or take any other action relative thereto.

Article Information: The term of the Town Moderator in Needham is one year. Needham's moderators have a history of running for the office annually, and State Law allows for a term of three years. The 2015 Annual Town Meeting voted to submit a home rule petition to the Legislature to amend the Town Charter to change the term of the Moderator to three years. At the time of the printing of the warrant, the petition is still pending in the Legislature. Town Meeting action to amend the By-law will be required.

MOVED: That the Town vote to amend the General By-Laws, Section 1.10 ELECTION OF OFFICERS, by deleting subsection (c) "A Moderator for a term of one year", and inserting in place thereof a new subsection (c) "A Moderator for a term of three years".

ACTION : So voted by unanimous consent.

At this time Michael K. Fee returned as Moderator and proceeded with the remaining articles in the Warrant.

ARTICLE 1: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this articles covers the collective bargaining agreement of the Needham Police Union for two years – fiscal year 2016 and fiscal year 2017. This agreement is fair and competitive with comparable communities. The Board of Selectmen unanimously seek approval.

Mr. Richard M. Reilly, Member, recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Karen N. Price regarding the cost of this agreement, Mr. Matthews stated that the cost is included under Article 9.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 2: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

ARTICLE 2 was withdrawn earlier this evening.

ARTICLE 3: APPROVE COLLECTIVE BARGAINING AGREEMENT – BCTIA/CUSTODIANS AND TRADES

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Trades Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

ARTICLE 3 was withdrawn earlier this evening.

ARTICLE 4 was adopted by unanimous consent earlier this evening.

ARTICLE 5: ACCEPT ACCESS EASEMENT – ROCKWOOD LANE SUBDIVISION

To see if the Town will vote to authorize the Selectmen to accept the following easements from the Wayside Realty Trust: 1. the perpetual right to pass and re-pass on foot or by vehicle over the area shown as Rockwood Lane (Ext.) on a plan entitled "Rockwood Lane Subdivision" last revised September 26, 2014, on file with the Needham Planning Board, and 2. an access easement to pass and re-pass on foot or by vehicle over the area shown as "13' Wide Access Easement to be Granted to Town" depicted on a plan entitled "Rockwood Lane Subdivision" last revised September 26, 2014, on file with the Needham Planning Board; or take any other action relative thereto.

Article Information: *As a condition of approval of the Rockwood Lane Subdivision, the Planning Board required that the Developer grant the Town two access easements. The first will allow vehicles and pedestrians to pass and re-pass over the way known as Rockwood Lane Extension. The second easement provides access across private property to adjacent Town-owned land. Town Meeting approval of such easements is required in order for them to be effective.*

MOVED: That the Town vote to authorize the Selectmen to accept the following easements from the Wayside Realty Trust: 1. the perpetual right to pass and re-pass on foot or by vehicle over the area shown as Rockwood Lane (Ext.) on a plan entitled "Rockwood Lane Subdivision" last revised September 26, 2014, on file with the Needham Planning Board, and 2. an access easement to pass and re-pass on foot or by vehicle over the area shown as "13' Wide Access Easement to be Granted to Town" depicted on a plan entitled "Rockwood Lane Subdivision" last revised September 26, 2014, on file with the Needham Planning Board.

Mr. Daniel P. Matthews, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that this article requests two easements – one for the public and one to allow the town access to property taken under tax title and now owned by the Town. The Board of Selectmen recommends approval of Article 5.

Mr. Richard M. Reilly, member, recommended adoption of this proposal on behalf of the Finance Committee.

In response to an inquiry from Paul A. Siegenthaler regarding the use of this property as a playground or other town wide use, Mr. Matthews indicated that this property is currently a wooded lot.

Mr. Robert Y. Larsen expressed concern that if this article does not pass, the public would not be able to get to this town-owned land.

In response to an inquiry from Mr. David C. Harris, Mr. Matthews stated that the lot has many possible uses, but the intent is to leave it in its present condition right now.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 6: AMEND ZONING BY-LAW – MIXED USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

(a) In Section 2.1, Classes of Districts, by adding a new Overlay District designation category as follows:

"MUOD - Mixed-Use Overlay District"

(b) In Section 3, Use Regulations, by inserting a new Subsection 3.14, Mixed-Use Overlay District, to read as follows:

"3.14 Mixed-Use Overlay District

3.14.1 Purpose of District

The purposes of the Mixed-Use Overlay District (hereinafter referred to as the "MUOD") include but are not limited to:

(a) Promoting a range and balance of land uses;

(b) Facilitating integrated physical design and encouraging interaction among activities;

(c) Permitting mixed use (commercial and residential) on individual development sites that are currently zoned within Mixed Use-128 and the northern Highland Commercial-128, i.e. the northern portion of Highland Commercial-128 abutting the Mixed Use-128 zoning district (hereinafter "the abutting Highland Commercial-128");

(d) Permitting mixed use (commercial and residential) within the area currently zoned Mixed Use-128 and the abutting Highland Commercial-128;

(e) Establishing controls which will facilitate responsible development while protecting the public interest by limiting the aggregate amount of development;

(f) Permitting flexible development on individual lots;

(g) Promoting site features and layouts conducive to a variety of uses;

(h) Promoting a pedestrian-friendly living and working environment; and

(i) Providing housing in Needham.

3.14.2 Scope of Authority

The MUOD is an overlay district superimposed on the Mixed Use-128 and the abutting Highland Commercial-128 District. All uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section. Where the MUOD authorizes uses not otherwise allowed in the underlying district, specifically multifamily residential, the provisions of the MUOD shall control. The Planning Board shall be the Special Permit Granting Authority ("SPGA") for every MSP (as defined below) and any other Special Permit required for development whether permitted by Special Permit in the underlying zoning district or in the MUOD. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable in the MUOD, except as set forth herein.

3.14.3 Definitions

Concept Plan: An optional submittal for a Master Special Permit which provides a preliminary site plan for MUOD projects detailing the proposed character, uses, site layout, impacts and amenities. The requirements of the Concept Plan are set forth in the following sections.

Mixed-Use Project: A combination of retail, office, municipal, service establishments and/or residential uses, as may be approved by the Planning Board for the MUOD by issuance of the Master Special Permit.

Master Special Permit ("MSP"): The Special Permit that an applicant must obtain as a precondition to or in conjunction with obtaining any Site Plan Review approvals as provided in the Section 7.4 Site Plan Review.

Site Plan Review: The Site Plan Review that an applicant must obtain as part of approval for any MUOD Project.

MUOD: The Mixed-Use Overlay District ("MUOD") comprising the land presently part of the Mixed Use-128 District and the abutting Highland Commercial-128 District.

3.14.4 Approval Process

3.14.4.1 Overview

Prior to applying for a building permit for a MUOD Project, the following review sequence is recommended.

(a) Concept Plan at the discretion of applicant.

(b) Master Special Permit application and MUOD Plan Review application.

The Planning Board shall promulgate and adopt rules and regulations governing applications in the MUOD. Such rules and regulations shall take effect upon their filing with the Town Clerk, and applications must be submitted on a form provided by the Planning Board and must be in accordance with those rules and regulations, as they may be amended from time to time.

After approval of the Site Plan, no structure previously approved by Site Plan Review may be re-used or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable.

3.14.4.2 Concept Plan

Prior to the application for approval of any MUOD project, a Concept Plan may be filed with the Planning Board for review at a scheduled public meeting or meetings. The Concept Plan shall generally define the proposed mixed use project's character, uses, site layout, impacts and amenities. The Planning Board shall provide written commentary regarding whether the Concept Plan is in compliance with the provisions of this MUOD. A Concept Plan submission at a minimum shall include:

(a) A preliminary survey plan signed by a registered surveyor;

(b) A preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, general site grading with finish floor elevations, parking locations and total spaces allocated, landscaping concepts, roads, walkways, egress and access roads, open space and wetlands;

(c) A preliminary utilities plan showing the proposed location of all germane utilities such as water supply, sewer service, storm water, gas, electric and other germane and/or similar utilities;

(d) A preliminary subdivision plan, if applicable;

(e) Proposed buildings as to location, use classification, general architectural design, and size; and

(f) A zoning chart detailing uses and dimensional requirements (existing, required and proposed) including the need for special permits and/or waivers.

After review of the Concept Plan, the Planning Board shall provide written comments to the Applicant regarding the consistency of the Concept Plan with the objectives and criteria of the MUOD. The Planning Board may, in its written comments, provide suggestions regarding any and all aspects of the Concept Plan. The Planning Board shall advise the Applicant of the Planning Board's comments within sixty (60) days following submittal of the Concept Plan, unless such time is extended by written agreement of the Planning Board and the Applicant. The comments of the Planning Board on the submitted Concept Plan shall be advisory in nature and shall be without binding effect on either the Planning

Board or the Applicant. Said comments shall not be subject to appeal.

.14.4.3 Master Special Permit (MSP)

Every MUOD project must obtain a MSP issued by the SPGA. The purpose of the MSP is to specify the design, architectural character, site layout and improvements, traffic improvements, traffic impacts and their mitigation, adequate egress and access from and to the site, environmental impacts and their mitigation, specific locations and uses for buildings, public amenities, future division of the property, and other information required for the public and boards of the Town.

No MSP shall be granted unless the proposed project is in compliance with the performance standards set forth in Section 3.14.9.

A MSP shall govern all future development in a particular MUOD project. All construction and associated improvements must be in compliance with the MSP.

The Applicant must supply the Planning Board with sufficient copies of the Application for a MSP, along with all supporting documents and plans, as are necessary to provide to other local boards, agencies, and officials for review and comment.

Any proposed structure or improvement to the site must be in compliance with the MSP. Anyone seeking in the future to construct any structure, make any site improvement or change to a different use must apply to the Planning Board for approval of such changes in such manner as the Planning Board determines applicable. Such change or modification must meet all the performance standards then in effect.

3.14.4.4 Special Permit and Site Plan Review within the MUOD.

Within the MUOD, the uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section.

In addition to the uses allowed by right or by special permit in the underlying zoning districts, the following residential uses are allowed by the MUOD MSP: multifamily dwellings (defined herein as four or more dwelling units) and multifamily dwellings above commercial uses in the Overlay. Single, two-family, or three family dwellings are not allowed.

MSP and other special permits must be obtained prior to or in conjunction with Site Plan Review Application or, in the event of future changes, in subsequent applications seeking modifications to the MUOD MSP and Site Plan.

The purpose of the Site Plan Review shall be to ensure that any proposed building and site improvements are in compliance with the MSP, the uses approved therein, efficient site flow and improvements, requisite traffic improvements and mitigation of project impacts, adequate egress and access from and to the project, mitigation of environmental impacts, and designation of specific locations and uses for buildings, structures and public amenities. Site Plan Review shall include the following components for review and approval: building design and elevations, directional signage, landscaping, lighting, parking, and compliance with the MSP. The application shall also be reviewed for compliance with performance standards set forth in Section 3.14.9 and with the specific conditions of the proposed MUOD MSP.

The Planning Board shall hold its hearing on a MSP, other special permits, and Site Plan Review application only after receipt of complete applications.

After approval of the Site Plan Review application, special permits (if applicable), and MUOD MSP, no structure previously approved may be re-used or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable to the particular change.

3.14.5 Special Permit Decision Criteria

Any special permits required for uses and/or dimensional requirements in the underlying zoning districts shall be subject to the criteria set forth in other sections of the Zoning By-Law in regards to the granting of special permits.

When the application is for a MSP, the Planning Board shall consider, in addition to the criteria set forth in other sections of the Zoning By-Law with regard to the granting of special permits, whether the MUOD project complies with the use regulations, dimensional requirements and performance standards set forth herein. The MSP shall be granted in the MUOD by the Planning Board only upon the Board's written determination that the adverse effects, if any, of the proposed MUOD project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site.

3.14.6 Special Permit Conditions

Where the Planning Board grants any special permit and/or MSP, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including but not limited to the following:

(a) A phasing schedule for construction of each component part of the project which ensures integration of residential, nonresidential and municipal uses;

(b) A demolition and construction schedule, including a construction traffic management plan;

(c) Hours of operation, site maintenance, delivery and waste removal times and lighting schedule;

(d) Recording of approved special permits, MSP, and Site Plan Review decision in the Norfolk Registry of Deeds, and if registered land, in the Land Court prior to the issuance of any building permits;

(e) All development shall be in compliance with plans approved in the MSP, other special permits and Site Plan Review decision and with all applicable federal, state, and local laws, rules and regulations and By-Laws;

(f) If circumstances so warrant, with respect to a MSP, continued monitoring of off-site impacts to traffic and the environment in appropriate locations with regard to MUOD development; and

(g) The Planning Board or its designated representative shall have the right to make inspections during the construction process.

3.14.7 Time Limit

Until such time as the MSP and Site Plan Review decision are issued for a MUOD project, and the appeal period following the Planning Board's decisions has expired with no appeal having been filed, or any filed appeal has been finally determined by a court of competent jurisdiction, the provisions of the underlying zoning shall solely govern the use and development of the property comprising the MUOD. At the time of the issuance of the first certificate of use and occupancy for a building with the MUOD, the zoning of the MUOD shall apply. If an Applicant has not made effective use of an issued MSP within two years of its issuance, then the MSP shall expire; provided, however, that the Planning Board may, upon application filed prior to such expiration, extend the MSP for one additional time period of up to three years.

3.14.8 Dimensional Requirements

The dimensional requirements of any MUOD Project shall be governed by the dimensional requirements of the underlying zoning district(s) except as follows:

(a) Height Limit: 70 feet and up to 84 feet by special permit, except within 350 feet of a river, in which event the building shall be limited in height to 54 feet.

(b) Maximum Lot Coverage: 65%.

(c) Minimum set back requirements from all lot boundaries shall be consistent with the setback requirements of the underlying district.

(d) Maximum FAR: 3.0 (not to include parking garages or below grade parking).

(e) As to residential units, parking shall be provided at 1.5 parking spaces per unit, except affordable units may be allowed to provide only 1 parking space per unit. Commercial development shall meet off-street parking requirements of the underlying district.

(f) The Minimum Lot size for development for a MUOD project shall be two (2) acres.

(g) Consistent with Section 4.9.3 of the Needham Zoning By-Law, the Planning Board by special permit may waive any applicable dimensional regulation, including the regulations noted above, by 25%. However, this ability to grant waivers shall not include the limits on height. The ability to grant waivers from the parking requirements for residential units shall be governed by the special permit provisions of Section 5.1.1.5 of the Needham Zoning By-Law.

3.14.9 Performance Standards

The development of a MUOD Project in the MUOD shall comply with the following performance standards in lieu of those set forth elsewhere in the Zoning By-Law:

3.14.9.1 Residential Development

(a) Residential Development Cap: In the MUOD district no more than 250 dwelling units shall be permitted.

(b) At least 40% of all dwelling units within any MUOD project shall be one-bedroom units but not more than 70%.

(c) At least 10% of all dwelling units shall be Affordable Units as defined below.

3.14.9.2 Landscaping

The Applicant shall prepare a landscaping plan showing that the MUOD project will meet the landscaping requirements of the Needham Zoning By-Law and the following standards: promote the establishment, protection, and enhancement of the natural landscape; ensure appropriate use of plant material in new construction; preserve natural tree cover; and promote the inclusion of new tree planting in order to reduce visual blights, noise and glare, prevent soil erosion, reduce stormwater runoff, increase ground water discharge, create shade and reduce solar overheating.

3.14.9.3 Massing

Any buildings proposed for a MUOD project shall provide visual relief along the façade of each building.

Building design throughout a MUOD project shall include designs which promote visual relief by varying roof lines, height and other aesthetic features.

3.14.9.4 Screening and Buffer Requirements

A MUOD project shall provide an appropriate visual barrier between features of the Mixed-Use Project and public streets and abutting properties. Dumpsters, trash handling areas, mechanical equipment at ground level or roof top, service entrances, utility facilities for building operation, loading docks or spaces and similar components shall be subject to visual barrier as determined by the Planning Board.

3.14.9.5 Stormwater Management

The stormwater management system serving any MUOD project shall comply with all applicable federal, state and local laws, rules, regulations and By-Laws.

3.14.9.6 Roadways

In order to assure there is adequate access and egress for emergency vehicles and normal traffic expected in the Mixed-Use Project, and safe pedestrian access, the roadways serving the MUOD Project shall comply with the Zoning By-Law. An applicant must demonstrate that the adequacy of the roadways providing access and egress to and from the MUOD Project and within the site itself ensures safe vehicular and pedestrian traffic.

3.14.9.7 Parking and Loading Standards

An application for MUOD MSP shall include a parking plan setting forth the number of parking spaces and loading areas, the location and design of same, including lighting and landscaping. If required by the Planning Board, the application shall also include a parking and loading study which support such plan. The required off street parking spaces may be accommodated by employing at-grade parking areas, parking garages or below grade parking areas. Further, podium parking, a form of below grade parking, shall be allowed if the parking structure is not more than 4 feet above finished grade and designed and/or landscaped in a manner that the Planning Board deems sufficient to properly buffer the podium parking structure from view.

3.14.9.8 Affordable Units

The following standards shall apply in the MUOD. All projects shall include Affordable Units; further at least 10% of the dwelling units shall be Affordable Units. The term "Affordable Unit" shall mean a dwelling unit reserved in perpetuity for rental or ownership by a household earning less than 80% of area median family income, and priced to conform with the standards of the Massachusetts Department of Housing and Community Development ("DHCD") for rental or ownership units set forth in 760 CMR 56, as amended from time to time, in order that such Affordable Unit shall be included in the DHCD Subsidized Housing Inventory. Affordable Units shall be subject to the following conditions:

(a) The Affordable Unit shall be affordable in perpetuity. A Deed Restriction or other suitable restriction (hereinafter the "Restriction") shall assure this condition. The Restriction shall be structured to survive any and all foreclosures.

(b) Where the Affordable Units are proposed for sale, the continuing enforcement of the Restriction through subsequent resales shall be the subject of a Monitoring Agreement.

(c) The Restriction and Monitoring Agreement shall be drafted in compliance with State requirements, as amended from time to time, and guidelines promulgated thereunder. The Restriction and Monitoring Agreement shall be subject to the review and approval of Town Counsel prior to the issuance of a certificate of occupancy for any dwelling unit.

(d) The Affordable Unit shall conform to the standards of DHCD for inclusion in the DHCD Subsidized Housing Inventory.

(e) A right of first refusal shall be granted to the Town or its designee for a period not less than 90 days after notice thereof.

(f) Affordable Units shall satisfy the design and construction standards of the Local Initiative Program, as amended from time to time, with regard to distinguishability from market rate units.

(g) Each Affordable Unit must be constructed and an occupancy permit obtained at the rate of at least one Affordable Unit for every nine market rate units.

(h) In computing the number of required Affordable Units, any fraction of a unit must be rounded up, and the result shall be the number of Affordable Units to be built within the MUOD and not off site.

3.14.10 Peer Review

The Planning Board, at the expense of the Applicant and pursuant to M.G.L. Chapter 44, Section 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, landscape architects, wetlands scientists, lighting technicians, and experts on impacts, to review all Concept Plans, special permit applications, MSP, and Site Plan Review applications.

3.14.11 Rules and Regulations

The Planning Board shall adopt rules and regulations for the implementation of this Section."

Or take any other action relative thereto.

Article Information: As part of its ongoing mission to evaluate Town-wide economic conditions and to make recommendations to promote and encourage new and existing businesses, the Council of Economic Advisors (CEA) has been studying the implementation of a residential overlay in the Mixed-Use-128 and adjacent Highland Commercial-128 zoning districts in Needham Crossing, which was first recommended in the Goody Clancy Zoning and Land Use Planning Study in 2001. To assure that any residential overlay proposal firstly would have in and of itself a positive fiscal impact and, secondly, have a positive economic impact on surrounding target areas, the CEA secured funding from the Massachusetts Housing Partnership and engaged the services of Connery Associates to draft the zoning article and to provide a fiscal analysis of its impact. After months of study and analysis, and meetings with businesses, owners, and residents in the area, the CEA forwarded the recommended zoning approach to the Board of Selectmen. Public hearings on the zoning proposal were held by the Planning Board in September of 2015, and this article represents the zoning approach as recommended by the Planning Board.

The proposed zoning amendment establishes the purposes to be served by the Mixed-Use Overlay District including: permitting a mix of residential and commercial uses on the same site or within the District, establishing controls which will facilitate responsible development while protecting the Town's fiscal and other interests, permitting flexible development on individual lots, and providing additional housing. The amendment sets out the procedure for seeking a Master Special Permit from the Planning Board in the Overlay District and establishes specific special permit and site plan review requirements.

Based on fiscal projections, the amendment would allow for the establishment of a Mixed-Use Overlay District in which up to 250 residential units would be permitted. The number and makeup of the units was determined to provide a long-term, sustainable, and positive impact on the Town's tax base. The number of one-bedroom units in any project would be at least forty percent, but not more than seventy percent. Ten percent of such housing would be includable on the Inventory of Subsidized Housing in order to ensure that the Town maintains the required percentage of its housing stock as affordable under M.G.L. chapter 40B. Because the types of development most likely to provide positive overall economic impact are larger residential facilities, the zoning provides for a two-acre minimum lot size. Unlike Downtown residential development, the zoning plan does not recommend isolated smaller residential projects above commercial ones. Single family, two-family, and three-family development is not allowed. The proposed amendment also sets out the off-street parking requirement for the residential units – 1.5 parking spaces per unit (except for affordable units which require one parking

space per unit). Any commercial development within the project must meet the underlying zoning districts' parking requirements.

Most of the dimensional requirements of the underlying zoning districts are incorporated into the Overlay District. The proposed amendment permits the allowable Floor Area Ratio to be increased to 3.0 (not including parking garages or structures) in order to incent the residential development. As in the underlying zoning, the proposed amendment permits the Planning Board to waive dimensional requirements (except height restrictions) up to 25% by special permit. The proposed amendment also provides guidelines for landscaping, massing of buildings or structures, screening and buffer requirements, roadways for access and egress, parking and loading and storm water management. The Planning Board is also expressly authorized to engage a peer review consultant at the applicant's expense.

ARTICLE 6 was withdrawn earlier this evening.

ARTICLE 7: AMEND ZONING BY-LAW – MAP CHANGE TO MIXED USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Mixed Use Overlay District all that land described under Article 3, paragraph 2 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Mixed Use 128 District (MU-128), said description being as follows:

"Beginning at the point of intersection of the easterly sideline of the Circumferential State Highway Layout of 1953, and the centerline of the MBTA right-of-way thence running northeasterly by said centerline to a point with its intersection with the centerline of the Charles River, thence turning and running southeasterly by the centerline of the Charles River to its intersection with a line 100 ft. northerly and parallel to the northerly sideline of Highland Avenue, thence turning and running westerly by said parallel line to its intersection with the westerly most sideline of Highland Circle, thence turning and running by said centerline northwesterly and westerly to the point of intersection with a line 200 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running westerly by said parallel line to a point of intersection with the easterly lot line of Lot 2, as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running southerly by said lot line to a point, thence turning and running westerly by the southerly lot line of Lot 2 to the point of intersection with the easterly sideline of Brook Road thence continuing in the same direction of said lot line to the intersection of the line of the end of Brook Road at the easterly sideline of the Circumferential Highway Layout of 1953, thence northerly by said Highway Layout to the point of beginning."

(b) Place in the Mixed Use Overlay District all that land described under Article 3, paragraph 3 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Highland Commercial -128 District (HC-128) located north of Highland Avenue, said description being as follows:

"Beginning at the point of intersection of the centerline of Highland Avenue and the easterly sideline of the Circumferential State Highway Layout of 1953, known as Route 128 (Interstate Route 95); thence running northerly along said sideline of the Circumferential State Highway to the point of intersection of said Circumferential Highway and the westerly projection of the southerly lot line at the end line of Brook Road of Lot 2 as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running easterly by said projection and said southerly lot line of Lot 2 to a point, thence turning and running northerly by the easterly lot line of Lot 2 to a point of intersection with a line 200 ft. from a parallel to the northerly sideline of Highland Avenue, thence running easterly by said line 200 ft. from and parallel to the northerly sideline of Highland Avenue to the point of intersection of the southerly most centerline of Highland Circle, thence running easterly and southeasterly by said centerline of Highland Circle to the intersection with a line 100 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running by said parallel line easterly to the centerline of the Charles River, thence running easterly by said centerline of the Charles River to the northerly centerline of Highland Avenue, thence running westerly by said centerline to the point of beginning."

Or take any other action relative thereto.

Article Information: This article describes the geographical boundaries of the proposed Mixed Use Overlay District. The Mixed Use Overlay District would include all land located in the Mixed Use-128 (MU-128) District. The Mixed Use-128 (MU-128) District is bounded by Route 128 to the west, the rear lot lines of properties on Highland Avenue to the south, the Charles River to the east, and the elevated rail line to the north. Also included in the Mixed Use Overlay District is the portion of the Highland Commercial-128 (HC-128) District located north of Highland Avenue. The affected portion of the Highland Commercial-128 District includes all properties fronting on the north side of Highland Avenue between Route 128 and the Needham/Newton Town line. The district boundary typically follows the rear lot lines of properties along the north side of Highland Avenue to a depth of 200 feet.

ARTICLE 7 was withdrawn earlier this evening.

8: AMEND ZONING BY-LAW – HISTORIC PRESERVATION DIMENSIONAL SPECIAL PERMIT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

"4.7.5 Historic Preservation Dimensional Special Permit

4.7.5.1 Purpose

The purpose of this by-law is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain

dimensional standards that might be an impediment to such preservation and restoration efforts.

4.7.5.2 Applicability

Modification of dimension standards per a Historic Preservation Dimensional Special Permit shall be allowable in all zoning districts.

4.7.5.3 Historic Eligibility

For purposes of a Historic Preservation Dimensional Special Permit, the building or structure must be listed on one of the following:

(a) The National Register of Historic Places;

(b) The State (Commonwealth of Massachusetts) Register of Historic Places;

(c) Inventory of Historic Assets of the Commonwealth for the Town of Needham, or designated for inclusion in such inventory, including those buildings listed for which complete surveys may be pending; and

(d) Pending nominations in good standing to the National or State Register.

4.7.5.4 Special Permit

After making the findings required by Section 4.7.5.5 below, the Board of Appeals may, by special permit waive the front, side, and rear setbacks for the zoning district, by relaxing each by up to a maximum of 40%, as necessary.

4.7.5.5 Findings Required

In order to grant a special permit, the Board of Appeals shall find:

(a) That the purpose of the Permit is for the preservation and/or restoration of a historic architectural feature on an existing building and/or structure that is eligible under Section 4.7.5.3 above;

(b) That the proposed renovation, repair, or addition, to the maximum extent feasible, preserves and/or restores the historical architectural features of the building, or structure;

(c) That such modification of a dimensional requirement is required to enable the preservation and/or restoration of the historical architectural features of the building or structure and that failure to grant the special permit is likely to result in construction or continuation of an inappropriate physical modification, or the destruction or deterioration of the existing historical architectural features;

(d) That the proposed renovation, repair, or addition has been determined by vote of the Needham Historical Commission to be a historically accurate architectural restoration;

(e) That the building or structure will remain on the site on which it was originally constructed; and

(f) That the proposed use will not generate negative impacts to the surrounding area or zoning district or that any negative impacts generated may be feasibly mitigated."

Or take any other action relative thereto.

Article Information: The purpose of this article is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain dimensional standards that might be an impediment to such preservation and restoration efforts. The proposed by-law gives the Board of Appeals authority to issue a special permit waiving the front, side, and rear setbacks for the zoning district by relaxing each by up to a maximum of 40%, as necessary. In order to grant a special permit, the Board of Appeals must find: (a) That the proposed renovation, repair, or addition, to the maximum extent feasible, preserves and/or restores the historical architectural features of the building or structure; (b) That such modification of a dimensional requirement is required to enable the preservation and/or restoration of the historical architectural features of the building or structure and that failure to grant the special permit is likely to result in construction or continuation of an inappropriate physical modification, or the destruction or deterioration of the existing historical architectural features; and (c) That the proposed renovation, repair, or addition has been determined by vote of the Needham Historical Commission to be a historically accurate architectural restoration. To be eligible for a historic preservation dimensional special permit, the building or structure must be listed on one of the following: The National Register of Historic Places; The State (Commonwealth of Massachusetts) Register of Historic Places; or The Inventory of Historic Assets of the Commonwealth for the Town of Needham. Pending nominations in good standing to the National or State Register are also eligible for a historic preservation dimensional special permit under the proposed amendment.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

"4.7.5 Historic Preservation Dimensional Special Permit

4.7.5.1 Purpose

The purpose of this by-law is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain dimensional standards that might be an impediment to such preservation and restoration efforts.

4.7.5.2 Applicability

Modification of dimension standards per a Historic Preservation Dimensional Special Permit shall be allowable in all zoning districts.

4.7.5.3 Historic Eligibility

For purposes of a Historic Preservation Dimensional Special Permit, the building or structure must be listed on one of the following:

(a) The National Register of Historic Places;

(b) The State (Commonwealth of Massachusetts) Register of Historic Places;

(c) Inventory of Historic Assets of the Commonwealth for the Town of Needham, or designated for inclusion in such inventory, including those buildings listed for which complete surveys may be pending; and

(d) Pending nominations in good standing to the National or State Register.

4.7.5.4 Special Permit

After making the findings required by Section 4.7.5.5 below, the Board of Appeals may, by special permit waive the front, side, and rear setbacks for the zoning district, by relaxing each by up to a maximum of 40%, as necessary.

4.7.5.5 Findings Required

In order to grant a special permit, the Board of Appeals shall find:

(a) That the purpose of the Permit is for the preservation and/or restoration of a historic architectural feature on an existing building and/or structure that is eligible under Section 4.7.5.3 above;

(b) That the proposed renovation, repair, or addition, to the maximum extent feasible, preserves and/or restores the historical architectural features of the building, or structure;

(c) That such modification of a dimensional requirement is required to enable the preservation and/or restoration of the historical architectural features of the building or structure and that failure to grant the special permit is likely to result in construction or continuation of an inappropriate physical modification, or the destruction or deterioration of the existing historical architectural features;

(d) That the proposed renovation, repair, or addition has been determined by vote of the Needham Historical Commission to be a historically accurate architectural restoration;

(e) That the building or structure will remain on the site on which it was originally constructed; and

(f) That the proposed use will not generate negative impacts to the surrounding area or zoning district or that any negative impacts generated may be feasibly mitigated."

Mr. Paul S. Albert, member, addressed the Zoning By-Law amendment under Article 8 on behalf of the Planning Board. He explained that this amendment is to encourage the preservation and restoration of historic architectural features on existing historic buildings and structures in the community, by modifying certain dimensional standards that might be an impediment to such preservation and restoration efforts. It is important to keep these historic buildings in our town and the first step is to determine if buildings are on any historic lists. The Planning Board unanimously requests approval of this article.

Marianne B. Cooley, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen. Because there is no financial impact, the Finance Committee took no position on this Article.

Mr. Paul A. Siegenthaler expressed concern that these types of articles are difficult and Town Meeting Members need more time to digest these articles. He mentioned that it was concluded that legislative articles should be presented in the spring. A motion to lay the subject matter of Article 8 on the table was offered by Mr. Paul A. Siegenthaler. The motion to lay on the table was presented, but failed to pass by the required two-thirds vote.

Ms. Sandra Balzer Tobin expressed pleasure with the Planning Board's efforts to preserve the town's historic homes.

In response to an inquiry from Mr. Aaron Remorenko, Mr. Jeffrey D. Heller, a new member of the Needham Historic Commission, suggested that the number of registered historic buildings in Needham was approximately 100.

In response to an inquiry from Mr. Joshua W. Levy, Mr. Paul S. Alpert stated that the Planning Board wanted to leave some discretion to the owners.

ACTION: The main motion was presented and carried by two-thirds vote on a voice vote declared by the Moderator.

ARTICLE 9: AMEND THE FY2016 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the 2015 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits & Administrative Costs	$11,474,207	$11,670,207
6	Debt Service	$11,224,301	TBD
9	Classification, Performance & Settlements	$175,000	$360,000
10	Reserve Fund	$1,384,767	$1,524,767

Or take any other action relative thereto.

Article Information: This article seeks to amend the Town's operating budget for fiscal year 2016. The Finance Committee's recommendation that this article be adopted was made in anticipation of an amendment to change the Debt Service budget amount from "TBD" to $11,474,301 – an increase of $250,000. The Board of Selectmen voted to transfer the $250,000 – originally proposed for appropriation under Article 14 of this Warrant – to the Debt Service line in the operating budget. This agreement occurred after the vote of the Finance Committee. The funds will

be used to offset debt service costs for pending capital projects.

The $196,000 increase to the Group Health Insurance, Employee Benefits & Administrative Costs budget line is to cover increased health insurance costs. This funding increase was expected at the time the fiscal year 2016 budget was presented to Town Meeting this past May. At that time, there were several variables that could impact the fiscal year 2016 health insurance budget, including premium increases, additional head count in the School and Town departments, plan selection by employees, and actual enrollment. The projected funding gap ranged from $260,000 to $280,000. Given the number of variables, it was agreed that the final budget amount would be recommended at the fall Special Town Meeting. Based on current enrollment, it is projected that $196,000 should be sufficient to meet expenses for fiscal year 2016.

The $185,000 increase to the Classification Performance & Settlements budget line is to set aside funds for union contracts that are not yet settled, and to cover changes to the various non-represented employee schedules that were amended this year: Schedule C, Schedule G, and Schedule K. Schedule C provides the wage rates for part-time, seasonal, and temporary positions, including minimum wage positions whose pay rate has increased under State law. Schedule G is the salary and wage rates for full-time and permanent non-represented positions in Town Government, and Schedule K represents the compensation plan for department managers who are not otherwise covered under a separate employment contract.

The proposed change to the fiscal year 2016 Reserve Fund is an increase of $140,000 based on new revenue identified for appropriation. The Reserve Fund is one of the budgets that provides budget flexibility and is relied upon as a fund to help cover snow and ice removal costs that exceed the appropriation.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the 2015 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits & Administrative Costs	$11,474,207	$11,670,207
6	Debt Service	$11,224,301	TBD
9	Classification, Performance & Settlements	$175,000	$360,000
10	Reserve Fund	$1,384,767	$1,524,767

A motion to amend was offered by Louise L. Miller by deleting the following amounts and inserting in place thereof the following:

Line	Description	Changing from:	Changing to:
6	Debt Service	TBD	$11,474,301.

Ms. Louise L. Miller, Chairman, addressed this proposal and recommended adoption on behalf of the Finance Committee. She explained that this article amends the FY 2016 Operating budget by increasing line item 6 by $250,000. The funds will be used to offset debt service costs for pending capital projects.

Mr. Maurice P. Handel, Chairman, advised that the Board of Selectmen unanimously recommend adoption of this proposal and the amendment.

In response to an inquiry from Mr. Ford W. Peckham, Ms. Miller advised that the town currently belongs to a consortium that is looking at a plan for a luxury tax. However, the town may not remain in this consortium. There is no plan at the present.

Ms. Miller's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the 2015 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits & Administrative Costs	$11,474,207	$11,670,207
6	Debt Service	$11,224,301	$11,474,301
9	Classification, Performance & Settlements	$175,000	$360,000
10	Reserve Fund	$1,384,767	$1,524,767

ARTICLE 10: APPROPRIATE FOR FIRE STATION 2 FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate $50,000 for a feasibility study for the repair, renovation and/or addition to Fire Station #2 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that $12,305 be transferred from Article 39 of the 2013 Annual Town Meeting and that $37,695 be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The purpose of this article is to appropriate funds for a feasibility study leading toward improvements, repairs, renovation and/or addition to Fire Station #2 at the intersection of Highland Avenue and Webster Street. Prompted by significant commercial and residential growth in the service area of Station #2, the study will evaluate opportunities for garaging necessary safety apparatus, as well as building and envelope deficiencies identified in the recently completed Facility Master Plan. The study will include program and space needs identification, facility and system assessments, a range of conceptual design options, and cost estimates.

MOVED: That the Town vote to raise and/or transfer and appropriate $50,000 for a feasibility study for the repair, renovation and/or addition to Fire Station #2 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that $12,305 be transferred from Article 39 of the 2013 Annual Town Meeting and that $37,695 be transferred from Overlay Surplus.

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this article would appropriate funds for a feasibility study leading toward improvements, repairs, renovation, and/or addition to Fire Station #2. There has been major commercial and residential growth in the area of Station #2. The Board of Selectmen unanimously recommends adoption of this article.

Mr. Richard J. Lunetta, member, advised that Fire Station #2 was last upgraded in 1990. He stated that the Finance Committee reviewed this proposal and unanimously recommends adoption.

In response to an inquiry from Suzanne Fiering Nissen regarding the cost of $50,000 for a feasibility study which could be used toward the Station #2 renovation, Mr. Borrelli advised that the Board will look at cost estimates.

Mr. David J. Escalante suggested that the number of fires has decreased and requested statistics on the number of fire calls and number of ambulance calls.

Unanimous consent was given to allow Fire Chief Dennis Condon, non-resident, to address Town Meeting.

Fire Chief Condon explained that the numbers of ambulance calls have increased. Currently 60% of the fire runs are emergency related and we are missing calls with only one ambulance.

Ms. Lois Sockol rose in support of this article. She stated that much building is taking place in the Station #2 area.

In response to a request from Mr. David C. Harris regarding Mr. Escalante's inquiry, Chief Condon noted that the fire truck is dispatched with the ambulance because the fire truck carries personnel that is often needed in an emergency. Additional personnel as the scene can be very important.

In response to Mr. Stephen K. Epstein, Mr. Matthew D. Borrelli, Selectman, advised that the feasibility study will determine what additional requirements are needed with a second ambulance.

In response to an inquiry from Ms. Jeanne S. McKnight, Mr. Borrelli stated that the benefits to residents having the ambulance service provided by the town versus a private ambulance service is that the Town delivers a higher quality of service.

Ms. Catherine E. Kurkjian expressed concern with debating the need for emergency help.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 11: APPROPRIATE FOR HIGH SCHOOL CAFETERIA RENOVATION

To see if the Town will vote to raise and/or transfer and appropriate a sum for engineering, design and construction for renovation and repairs to the cafeteria at Needham High School, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or; or take any other action relative thereto.

Article Information: This article provides funding for final design, engineering and construction of expanded cafeteria space at Needham High School. The project scope includes an approximately 3,000 s.f. addition to the existing cafeteria to provide additional student seating. This expansion is needed to accommodate enrollment growth at the school. Currently, the cafeteria seating capacity is 488, but the average lunch seating is 536, with a second lunch seating of 620 students. The expansion is needed to increase capacity, provide sufficient seating, and meet building code requirements. In addition, serving areas and cashiers will be spaced more appropriately to improve the movement and circulation of students through the serving lines. A folding panel partition is proposed to separate the new space from the existing cafeteria. This multi-purpose design would strengthen school programs by providing additional space for directed study halls and academic support, testing, lectures, training, class meetings, and co-curricular space. The 2015 Annual Town Meeting appropriated $150,000 for study and preliminary design.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for engineering, design and construction for renovation and repairs to the cafeteria at Needham High School, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

A motion to amend was offered by Mr. Maurice P. Handel that the main motion under Article 11 be amended by deleting the words "a sum" and inserting in place thereof the sum "$2,100,000."

Mr. Maurice P. Handel, Chairman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Dr. Constance S. Barr, Chairman, addressed this proposal on behalf of the School Committee. She advised that the High School cafeteria is running out of space. This proposal will increase necessary space for over 600 students providing 50% more seating and an additional 2900 square feet of café expansion. The School Committee asks support of this article.

Mr. John P. Connell, member, advised that the Finance Committee voted unanimously to recommend adoption of Article 11. The cafeteria space is clearly undersized.

In response to an inquiry from Ms. Carol I. Urwitz regarding the need for more of a long term plan, Dr. Constance S. Barr advised that the School Committee has made some changes in the method of enrollment prediction and there are three task forces reviewing the High School needs.

Mr. Maurice P. Handel's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by the required two-thirds vote declared on a voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate $2,100,000 for engineering, design and construction for renovation and repairs to the cafeteria at Needham High School, to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

After the evening recess the Moderator announced the attendance for this evening - Present 222, Absent 29. He also acknowledged the presence of our State Representative Denise C. Garlick.

ARTICLE 12: APPROPRIATE FOR FEASIBILITY STUDY / HILLSIDE SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate $45,000 for feasibility, design and engineering services related to the renovation and/or reconstruction of the Hillside School located at 28 Glen Gary Road and shown as Lot 01 on the Needham Assessors Map numbered 102, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Article 1 of the November 4, 2013 Special Town Meeting, and that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or take any other action relative thereto

Article Information: This article will provide funding to supplement the feasibility design budget of the Hillside School Renovation project. The November 4, 2013 Special Town Meeting approved $650,000 for feasibility design of this project. At that time, the Central Avenue site had not yet been identified as a potential location for the Hillside School. The additional cost associated with studying the new site was allocated by the PPBC from other expenses categories of the project budget. As a result, supplemental funds totaling $45,000 are needed to replenish the budget and complete the schematic design stage. If approved, this warrant article would increase the project budget to $695,000, for which partial MSBA reimbursement is anticipated.

MOVED: That the Town vote to raise and/or transfer and appropriate $45,000 for feasibility, design and engineering services related to the renovation and/or reconstruction of the Hillside School located at 28 Glen Gary Road and shown as Lot 01 on the Needham Assessors Map numbered 102, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Article 1 of the November 4, 2013 Special Town Meeting, and that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

Mrs. Marianne B. Cooley, Selectmen, addressed this proposal on behalf of the Board of Selectmen. She explained that this article will provide additional funding for the design and engineering services related to the Hillside School renovation project. $650,000 was initially approved for this project at the November 4, 2013 Special Town Meeting. This past summer, Doug Owen notified the Town that he was selling the farm which is located in the hillside school district. Additional costs associated with studying the new site was allocated by the PPBC from other expense categories. As a result, supplemental funds totaling $45,000 are needed to replenish the budget. The Board of Selectmen requests support for this project.

Mr. Richard A. Zimbone, member, stated that the Finance Committee recommends adoption in order to complete the feasibility study of Hillside School. Once the additional site became available, an additional $45,000 was needed to replenish the budget and complete the schematic design stage. If this article is approved, the total budget will be $695,000 for which partial Massachusetts State Building Authority (MSBA) reimbursement is anticipated.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 13: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate $7,000,000 for the acquisition of real property known as Owens Farm, 585 Central Avenue and adjacent properties, and associated site costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The property on Central Avenue became available for purchase this past summer, and was identified as a possible site for the relocation of the Hillside School. At the time of the printing of the warrant, the site was under final consideration by the School Committee and Permanent Public Building Committee for submittal to the Massachusetts School Building Authority (MSBA) as the Town's preferred site for location of a new school.

MOVED: That the Town vote to raise and/or transfer and appropriate $7,000,000 for the acquisition of real property known as Owens Farm, 585 Central Avenue and adjacent properties, and associated site costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. Matthew D. Borrelli, member, addressed this proposal on behalf of the Board of Selectmen. He explained that $6,500,000 is for the purpose of the property known as Owens Farm and $500,000 is for the demolition and related costs. The Board is confident the school can fit on this land and the existing Hillside School property can be used for Town purposes.

Mr. Borrelli also noted that professional engineers stated ten houses could be built on this property. The sale price is favorable to the Town. Further, there are six adjacent parcels all of which need to be purchased in order to build the school.

According to Mr. Borrelli, safe entrance to the school is a priority. This is the beginning of conversation relating to traffic. The School Committee voted to eliminate DeFazio as a school site and the town has support from the Massachusetts School Building Authority (MSBA). If we delay the purchase of this property, we risk losing this site. The Board of Selectmen requests support for this article.

Dr. Constance S. Barr, Chairman, addressed this proposal on behalf of the School Committee. She explained that this site is the only site which meets all of the School Committee's criteria as follows:

1) The Central Avenue site has the space needed to build the sized school we need, with appropriate parking, parent drop off lanes and a bus lane. It has plenty of space for outdoor play, including green space, playground equipment, hardscape, a U10 sized soccer field and could accommodate a trail with perhaps outdoor learning space, similar to the beautiful Eastman Trail at Newman.

2) Secondly, the site is actually in the Hillside District, in the neighborhood of the current Hillside School, and is still a walkable school. Hillside could remain the cohesive and vibrant learning community that it is now. Prior to the Owen's/Central parcel becoming available, we did not have a buildable parcel in the district.

3) Transportation costs will be minimized as the same number of buses will be required for this site as for the current Hillside School.

4) There is minimal redistricting required: although some redistricting may become necessary to balance class sizes, basically the Hillside School could move together to the new site.

5) No temporary classrooms would be needed during construction, as students can remain at the current Hillside location until the move to the new school.

We have repeatedly agreed that there is no perfect site for the Hillside School, but after considerable study, the Central Avenue parcel meets these priorities far better than any other.

The Owen's Farm site is the only site which meets all of our priorities. While the Central Avenue parcel may seem to have appeared suddenly for consideration, having become a possibility just five months ago, the choice has been part of a long and considered process about which we have been thinking and for which we have been planning for years. This groundwork prepared us to embrace the opportunity when it arose to consider this site, and given that multiple other sites were already studied, there was time available for the architects and designers to study the Central Avenue site carefully and to match the work that had been done at other possible sites. Additionally, all of the Town Boards, engineers and professionals have also had time to consider the Owen's/Central opportunity in these five months.

Dr. Barr stated that the Town has known for years that there were environmental issues at the current Hillside School, which have required mitigation and monitoring for the safety of students and staff. Modular classrooms were added years ago to accommodate the growing school population, and staff has been creative in use of space for teaching and learning. A rebuild of the school has been part of the Town's capital planning also for years. School Administration and town engineers have been engaged with the Massachusetts School Building Authority (MSBA) for years as well, preparing to partner with them for a new school and we have been accepted for consideration and continue to work with them weekly. After beginning to work on a solution for the Hillside School in 2011, the School Committee established priorities for a new school in 2012, which set the direction for the feasibility work, which you saw outlined in the discussion of a previous article.

Why not Hillside at Hillside? Many would have wished to rebuild there:

1) First, the contaminated plume continues to move down the hill. If the school were to be demolished for a new school, that plume will continue to flow under the property leading to continued mitigation needs. A one-time cleanup is not available for this contamination.

2) The site is inadequate for the size school we want to build unless additional parcels are purchased, and one owner is not willing to sell. The site has always been tight due to the densely residential area in which it resides and due to the wetlands and hill which border it. Safety of entering and exiting the property would continue to be challenging. And, we would need to find a place to house students during the rebuild, at a cost of an estimated $19 million dollars, none of which would be reimbursed by the MSBA.

Why is DeFazio not the preferred site?

1) DeFazio is completely out of the Hillside District, and as you can see, our priority is to build a school in the district, a neighborhood school.

2) Transportation costs would not be minimized but would be increased as fewer children would be able to walk to DeFazio than currently walk or bike to Hillside. Increased busing and family traffic would occur as there are safety issues of young children navigating streets such as South Street (no sidewalks and narrow), Dedham Avenue with the MBTA Railroad Bridge under which there is a very narrow sidewalk and the large fields and long driveway which children would be traversing.

3) Redistricting would be required on a large scale. This would clearly disrupt our already thriving school communities which have developed their cultures and working relationships over years. Some would say that redistricting is not so difficult and that the effect is temporary, but it does take years for a school community to come together as a community, for grade level and vertical teaching collaborations to form, for specialists to know the children and for children to know the nurses and administrators and guidance, and for curriculum work to mature. PTCs provide a great deal of what is needed in schools these days, with regard to enrichment, disabilities awareness and community spirit which also takes time. The redistricting required for a DeFazio school would significantly disrupt at least two and maybe three of our well established school communities for some time to come, at a cost to children's education.

4) Even though the DeFazio site is already owned by the town, there will be unknown costs to using that site. There are as yet not estimated, for the necessary changes at the DPW, which borders where the school would be

situated. There are the smaller but likely significant costs of refurbishing the fields which would be the staging area for construction.

5) Traffic, both on Dedham Avenue and on the DeFazio property is also a major issue. There has been increasing traffic everywhere in Needham, and Dedham Avenue traffic has increased in volume and slowed over the years. Traffic on the site, with a 450 student school will be releasing at the end of the school day, at the same time as many teenagers and adults and coaches arrive for afternoon and practices. The DPW is a busy place, with large equipment and trucks moving in and out all day. All of these contribute to a major traffic challenge.

6) As we have talked to Needham residents about Hillside, one of the things we have heard over and over is the hope that Needham will continue to be proactive in not giving up parcels of land, closing schools, etc, that may be needed in the future. Building Hillside at Central allows for both the DeFazio site and the current Hillside site to remain available for future needs.

Let me turn briefly to some of the concerns we have eard about the Central Avenue parcel.

1) Traffic: Traffic is a challenge now on Central Avenue, and it will continue to be a challenge. We hope that drop off and pick up traffic 30 minutes twice a day will not aggravate the situation unduly, and the traffic study has identified ways of managing the traffic at those times. Also, our architects have successfully worked with neighbors at other school projects to understand and resolve traffic issues; the High School, High Rock, Pollard and Newman.

2) Safety of children crossing Central Avenue: this is already managed at Eliot and at Newman; sight lines are adequate at the Central Avenue parcel and signage and designation as a school zone will also help.

3) Environmental concerns: Test borings have already been done, with no issues found at the site. Wetlands and flood plains have been marked and there is adequate space to build the school with regards to these

In conclusion Mr. Borrelli has pointed out that $7,000,000 is an appropriate value for the property. We would wholeheartedly agree, given that we believe strongly that this is by far the best location for a new Hillside School. Just like a school is no longer just about reading and writing and arithmetic, but about problem solving and resilience, social and emotional learning, STEAM and teamwork, so the choice of a site for the Hillside School is more than a price tag (even though we are mindful of town resources and the dollars are so important). A school is a living, breathing community, which is most effective as a neighborhood community.

I would like to express the School Committee's appreciation for all of the feedback and interest we have received, as we have heard from and talked to many of you. We have made this process as transparent as you have come to expect from the School Committee and the School Administration. You have sifted through plans and studies and misinformation and with your thoughtful consideration we can continue as a Town Meeting which is fiscally responsible but not short sighted. Change is coming to the Owen's Farm, and we hope that change is the Hillside School, as does the Owen family. We ask Town Meeting to approve the purchase of the Central Avenue parcel for the new Hillside School.

Ms. Louise L. Miller, Chairman, addressed this proposal on behalf of the Finance Committee. She stated that the Permanent Public Building Committee concurs with this site for a school. The MSBA reimbursement will be roughly the same no matter which site is selected. The total student population of 420 can be increased to 550 students by increasing class size to 25. Student population projections show the numbers decreasing from FY2016 to FY2020. The property is being purchased within the debt levy. The Finance Committee is not in favor of purchasing the property for other than a school. The Finance Committee has asked the Board of Selectmen to have a plan in place if the property is purchased and not used for a school including reselling the property. The Finance Committee recommends adoption of Article 13.

Mr. Andrew Newman, resident, spoke in opposition of this proposal. He stated that the Hillside school has 460 students. Each site would require an additional bus for transportation. The DeFazio site has no schools nearby while the Owen's site has two schools – Eliot and Newman. Mr. Newman concurs that there would be some redistricting of students to DeFazio. However there is no room for expansion at the Owen's site while there could be expansion at the DeFazio site. He further noted that the Town only received one appraisal and the current MSL listings were used as opposed to actual sales. There are only two options to reject this proposal – Town Meeting disapproval or discovery of environmental hazards. Mr. Newman urged rejection of Article 13.

Mr. Ford H. Peckham proposed two questions. With wetlands at the Owen's Farm why not use funds from the Community Preservation Committee and is it true that not all members of the Finance Committee voted in favor of this purchase.

The Moderator stated that the first question was appropriate, but the second question was not because the Finance Committee votes as a committee. However, individual members could address Town Meeting. In response, Mr. Borrelli stated that the Board of Selectmen looked at funding from the Community Preservation Committee, but the wetlands area is not recreational.

In response to an inquiry from Needham resident, Jillian L. Erdos, Mr. Matthew D. Borrelli indicated the town is confident it could have up to ten sellable lots on this area as an alternate to building a school.

Resident Alison Coburn provided a few comments on this proposal. Her child will have to attend a new school regardless of which site is selected. There is a definite lack of play space at the Central Avenue site and she will not allow her children to ride bikes to Central Avenue site.

Alison S. Borrelli rose in support of Article 13 along with the families in her precinct who have contacted her. She urges an affirmative vote on this article.

Resident Sara Siciliano spoke in opposition to this article. She noted that there are limited playing fields and no room for expansion at the Central Avenue site. There are already two neighborhood schools near the Central Avenue location. She also expressed concern that the traffic study looked at only two options – rebuilding on Hillside and the Central Avenue site. The cost to

purchase the Central Avenue site is $7,000,000 and the cost for DeFazio is zero. This is clearly unwarranted.

Resident Jodi Lynn Rooney rose in support of this article. There will be costs associated with the DeFazio property. Two fields would have to be refurbished.

Resident James Puccio expressed concern with the purchase of this site. The property is close to the street while DeFazio is set back. Traffic is brutal on Central Avenue and there are concerns with mosquitos.

Holly Anne Clarke also expressed concerns with the Central Avenue site. She noted that Town Meeting was told the school will be built for 420 students, but could go up to 550 students by increasing the class size. She urged the Town to spend its money wisely. Further Central Avenue is a through fare and it takes twenty minutes to go from Charles River Street to the Eliot School.

Lois Sockol rose in support of this Article as the best option available. She expressed appreciation for everyone's passion – both the pros and the cons. She noted that there is traffic on every street in town.

Irwin Silverstein rose in support of this proposal. The Permanent Public Building Committee has said that both sites are viable. The School Committee has stated that the Owen's site is best for the schools. In response to an inquiry from Mr. Silverstein, Dr. Constance S. Barr advised that the project could be delayed up to a year if this article is not approved.

A motion to move the previous question was offered by Mr. Robert A. Downs. The motion, which requires a two-thirds vote, was presented and carried by two-thirds vote on a voice vote declared by the Moderator.

ACTION : The main motion was presented, but the Moderator was in doubt as to the voice vote. The following tellers were sworn in by the Moderator: Heinz R. Brinkhaus, Paula R. Callanan, Richard S. Creem, Thomas M. Harkins, Marjorie M. Margolis, and Jane B. Murphy. The motion was again presented and carried by the required two-thirds vote on a hand count. The hand count was Yes 164 – No 33.

At this time David J. Escalante offered a motion to lay Article 14 on the table. The Moderator advised that this motion could not be offered because the article has not been presented.

ARTICLE 14: ESTABLISH DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to establish a fund under the provisions of M.G.L. c. 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Debt Service Stabilization Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds to pay the debt service for engineering and design, renovation, reconstruction or construction of Town facilities; or take any other action relative thereto.

Article Information: This article seeks to create a stabilization fund to set aside funds from time to time to be available if necessary to pay certain debt obligations. This fund is intended to be part of the Town's overall planning strategy for addressing capital facility needs. The fund would provide added flexibility to maintain the Town's capital investment strategy by smoothing out the impact of debt payments in years when the debt level is higher than is typically recommended. The fund would also be beneficial at times when interest rates are higher than expected. The plan for the fund is designed to ensure that the monies are not depleted in a single year, and that the amount available for appropriation is known before the budget year begins. All appropriations to and from the fund require Town Meeting action.

MOVED: That the Town vote to establish a fund under the provisions of M.G.L. c. 40 Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 to be known as the Debt Service Stabilization Fund. The purpose of this Fund is to allow the Town, from time to time, by appropriation, to reserve funds to pay the debt service for engineering and design, renovation, reconstruction or construction of Town facilities.

Mr. Matthew D. Borrelli, Selectmen, advised that the Board of Selectmen unanimously recommend adoption of this article.

Barry J. Coffman, member, stated that the Finance Committee voted unanimously to support this article.

In response to an inquiry from Mr. Steven M. Rosenstock regarding the purpose of this proposal, Mr. Borrelli advised that the Debt Service Stabilization Fund is to help with Capital items and stay within the 3% debt limit.

In response to an inquiry from Mr. Thomas M. Harkins, the Moderator advised that this article requires a two-thirds vote for passage.

Mr. Jeffrey E. Kristeller questioned if this fund could put further pressure on the town's operating budget. Mr. Steven M. Rosenstock questioned how this fund would be used differently from the three other funds. Mr. Borrelli stated that this fund would be used to help pay for capital items.

A motion to place the subject matter of Article 14 on the table was offered by Mr. David J. Escalante. The motion, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by the required two-thirds vote by a count of hands. The hand count was Yes 116 – No 71.

Mr. Ronald W. Ruth stated that he supports this article if this stabilization fund is intended to apply to debt service if the debt limit is above 3%.

Mr. Barry J. Coffman, Finance Committee member concurred with Mr. Ruth.

In response to an inquiry from Mr. David C. Harris, Mr. Coffman advised that a debt agency looks at long term debt and how the town handles it.

A motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried by the required two-thirds vote on a voice vote declared by the Moderator.

.CTION: The main motion was presented, but the Moderator was ı doubt as to the voice vote. The motion was again presented and ıe Moderator was still in doubt. The motion was presented for a ıird time and carried by the required two-thirds vote by a count of ands. The vote was Yes 147 – No 34.

At this time the Moderator thanked the following ıdividuals for their help in making this Special Town Meeting run moothly: Jeffrey and Mackenzie Wade for manning the ıicrophones, Pat Thornton, Town Hall Custodian, and Stephen Grable, Town Hall Monitor.

At 11:50 P.M. Mr. Maurice P. Handel, Chairman, on ›ehalf of the Board of Selectmen, offered the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In Memory of John Winslow Lebourveau

WHEREAS: John Lebourveau was born in North Brookfield, Massachusetts, and spent his childhood years in Somerville, New Jersey. He returned to Massachusetts to attend Worcester Polytechnic Institute, graduating in 1944 with the Sigma XI Honorary Award. He served in the United States Army Corps of Engineers on the Manhattan Project at Los Alamos, New Mexico, and was assigned to work on the development and testing of detonators for the first atomic bomb. After World War II he earned his Master's Degree at the Sloan School of Business at MIT; and

WHEREAS: John and his wife of 69 years, Marion (Spencer) Lebourveau, settled in Needham and raised their three children, Janet, Martha and Sujoy; and

WHEREAS: John enjoyed a 40 year career with New England Electric. He was instrumental in the construction of the first nuclear power plant in New England in Rowe, Massachusetts. As Manager of Environmental Affairs, he oversaw the evaluation of new sites and air and water pollution studies, and was a spokesman for nuclear, hydroelectric, and steam plants across New England; and

WHEREAS: John was a registered professional engineer, a past member of the Health Physics Society, and past chairman of the Air Pollution Control Association of New England; and

WHEREAS: John was active in Town affairs, serving as treasurer of the Needham Community Council, and chairman of the Residents' Finance Committee of North Hill. A lifelong lover of music, he sang with many church choirs and choral groups, including the Needham Retired Men's Glee Club and the North Hill Chorus; and

WHEREAS: John served on building committees for both the Pollard and Newman Schools, and as a member of the Building and Grounds Study Committee. He spent eight years as a member of the Board of Library Trustees, and served 12 years as a Town Meeting Member, from 1989 through 2001;

NOW THEREFORE, be it resolved by this body that the November 2, 2015 Special Town Meeting be dissolved in honor of the civic and community contributions of John Lebourveau to the Town of Needham.

ACTION: At 11:55 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF SPECIAL TOWN MEETING
Wednesday, February 10, 2016

Pursuant to a Warrant issued by the Selectmen January 12, 2016 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Wednesday, February 10, 2016, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 161 voters, including 158 Town Meeting Members, were checked on the list as being present and 93 absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. Town Meeting Members were requested to rise and join the Moderator in pledging allegiance to the flag.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshalls and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by Jeffrey Wade and Alex Cuddy.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

2. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

3. No eating, drinking or smoking is permitted in the hall.

4. No firearms or weapons are permitted in the hall, except by law enforcement personnel.

5. No hats may be worn in the hall other than by uniformed personnel or for religious or medical reasons.

6. Members and all attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bonds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. coverage or cameras shall be dealt with swiftly by the chair and will be deemed to be out of order and addressed swiftly and definitively by the chair.

15. The Moderator seeks unanimous consent to adopt the following rules of practice concerning debate:

Committee Chairpersons, Proponents of Articles including Citizen Petitioners, Attorneys representing proponents: **(15 Minutes inclusive per article)**

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys: **(5 Minutes all-inclusive per article)**

Rules Concerning Budget Articles

In keeping with our tradition, I also seek your unanimous consent for a rule of procedure and debate for discussion under Article 9, Amendments to the Fiscal Year 2016 Operating Budget. That rule would provide that a motion to amend under this article which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase. **There were No Budget Articles**

Hearing no objection, the Moderator finds unanimous consent that the rules of procedure and practice concerning debate as described by the Moderator are voted and adopted and the Town Clerk will so record.

The following announcements were presented by the Moderator:

The Needham League of Women Voters will hold a Civics Spelling Bee on March 6, 2016. Groups of 3 to compete and grand prize is $300.

Also this Friday, February 12, 2016, the League of Women Voters will host a forum at the Library on "Teardowns Next Door".

The Moderator announced that the proponents no longer ave an interest in Articles 1 and requested unanimous consent to ithdraw this article. Town Meeting Members indicated that there ere no objections to the withdrawal of this article and it was voted nanimously to withdraw Article 1. There are no changes in the ffirmative motions.

The Moderator announced that articles 2 and 3 are subject o motions to amend or other motions from their proponents or for ther reasons cannot be passed by unanimous consent.

As is our custom, the Moderator will now present the emaining articles in the Warrant to the Meeting.

ARTICLE 1: Withdrawn at the beginning of this evening by unanimous consent.

ARTICLE 2: AMENDMENTS TO THE REGIONAL SCHOOL DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT

To see if the Town will vote, consistent with Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated "Regional Agreement" bearing the date of December 21, 2015 to the Board of Selectmen of each member town; or take any other action relative thereto.

Article Information: This Article would approve revision of the Minuteman Regional Vocational Technical School District Agreement. Ratification of the revised Agreement requires Town Meeting approval in all sixteen current member communities. The revision is part of an effort to advance a major capital project for Minuteman High School in coordination with the Massachusetts School Building Authority (MSBA). The current facility, built in the early 1970's, has serious building systems and capital maintenance issues, does not meet current code and architectural standards, and cannot optimally support Minuteman's vocational education program. The current MSBA timeline requires the District to secure necessary approvals for its share of capital borrowing by the end of June, 2016.

The changes in the revised agreement are intended to improve governance and cost sharing and facilitate realignment of the district, including allowing some communities to withdraw from membership before a decision has to be made on bonding the capital project, which will require assent of all member towns or a district-wide referendum. The recommended changes to the District Agreement have been proposed by the Minuteman School Committee based on the work of a study committee and substantial input from town officials and other stakeholders. Needham passed a similar proposed revision two years ago, but that agreement did not receive all sixteen necessary approval votes. Because this revision has some changes from the 2014 language, a second vote is required. Principal features of the revised Regional Agreement include:

1. *A new formula for sharing capital costs among member communities. The new formula includes factors for each community's enrollment at Minuteman, relative community ability to pay, and a minimum share for each community. The current formula attributes a five-student minimum to low-enrolling communities but is otherwise based only on enrollment.*
2. *Reducing volatility in assessments by using a four year rolling average for enrollment-based charges, which are currently established by the previous year only.*
3. *Weighted voting on the Minuteman School Committee based on each community's enrollment at Minuteman. The present agreement provides for one vote per town, even though some towns have much larger numbers of students at Minuteman and, even under the new agreement, will continue to carry a higher percentage of the costs. The new Agreement calls for weighted voting in most cases. Exceptions include votes to incur debt, which require approval by 2/3 of all School Committee members regardless of enrollment.*
4. *Establishment of a policy, subject to state law, requiring per pupil charges for out of district students to be equal or greater than charges for in-district students.*
5. *Appointment of Minuteman School Committee members by the boards of selectmen of the member town (or the mayor, in the case of a city), unless the town provides otherwise by bylaw or charter. It is hoped that a move to executive branch appointments, instead of moderators' appointments, will improve the level of accountability of the District to the member communities.*
6. *A more workable process for communities to withdraw from the district. The revised agreement provides several (mostly low-enrolling) communities the option to withdraw as part of the ratification process. Going forward, a member town may withdraw from the District by town meeting vote on reasonable notice, subject to an obligation to pay its share of outstanding capital, and with approval from the State Education Commissioner, unless at least half of the other members' legislative bodies vote to disapprove. The current agreement requires an affirmative vote by every member town to allow a community to withdraw.*

Needham's student enrollment at Minuteman is in the median range among member communities, running approximately 30 students per year on average. The new agreement will have relatively minimal near term impact for Needham in terms of operating assessments or district participation. Moving forward, revision to the Regional Agreement is seen as critical to the capital project effort. If the capital project is not approved, the District will face difficult challenges operating and maintaining its existing facility. All member communities will share those costs, which, without MSBA assistance, may be higher than the cost to build a new school. Minuteman High School is the primary vocational education resource for Needham residents and is an important option for students who either seek or will be better served by vocational education.

MOVED: That the Town vote, consistent with Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated "Regional Agreement" bearing the date of December 21, 2015 to the Board of Selectmen of each member town.

Mr. Daniel P. Matthews, Selectman, addressed this proposal. He stated that this article requests approval and

ratification of a revision of the Minuteman Regional Vocational Technical School District. This revision must be approved by all sixteen-member towns. This effort is linked to school capital and contains a new formula for sharing capital costs among member communities. It will also allow communities to leave the district if they choose to do so. The current Minuteman Regional High School does not meet code and architectural standards. The plan is to build a new school on the 45-acre school property. MSBA will not reimbursement the district for repair costs.

If agreement is reached tonight, the District School Committee will vote on going forward. We will have the opportunity to vote on this in May. The Board of Selectmen believes this is the best Scenario and meets the needs of our Students. He urged support of Article 2 on behalf of the Board of Selectmen.

Mr. John P. Connelly, member, addressed his proposal on behalf of the Finance Committee. He stated that the Finance Committee voted unanimously to support passage of Article 2. He also noted that Town Meeting will have an opportunity in the spring to vote on the Capital Plan. This article proposes to end stalemates. To date, the member towns who have had their Special Town Meeting have passed this article. The Finance Committee will need to review the capital plan for the school in the spring and there will be full opportunity to review and consider all options going forward.

Mr. Connolly explained that an average of 26 Needham students attend Minuteman Regional Vocational Technical School at a cost of approximately $610,500. The cost to maintain and repair the school building would cost approximately $100,000,000 versus a cost of $144,900,000 to build a new school. The MSBA will provide reimbursement for a new school of $44,000,000.

The Finance Committee unanimously recommends adoption of Article 2.

The Moderator stated that this motion is identical in all district communities and the language cannot be amended.

In response to an inquiry from Carol I. Urwitz regarding MSBA reimbursement, Mr. Daniel P. Matthews advised that the general rule regarding MSBA reimbursement is not to make any changes to the construction plans.

Mr. Richard J. Savage, Jr. questioned whether or not the Moderator should recuse himself from this discussion since he is the appointing authority for the Minuteman Representative from Needham.

Mr. Ford H. Peckham expressed concern with an article in the Boston Globe that indicated there are now more students in the system and that some of those students are not from the district. And what if some students leave? Mr. Connolly advised this agreement and its progress will be reviewed.

Mr. Daniel P. Matthews, Selectman, explained that the current school was built for 1,200 students. Seven towns are withdrawing from the district – or about 10%. The new revised district will focus on district students.

In response to Mr. John Crimmings, Mr. Matthews stated that this plan will only go forward with the understanding that all sixteen towns will ratify the agreement.

Mrs. Catherine E. Kurkjian spoke in support of this article. She indicated that Minuteman is recommended for some Needham students and they need a place to go.

A motion to move the previous question was offered by Mr. Steven M. Rosenstock. The motion was presented, but the Moderator was in doubt. The motion was again presented and carried by the required two-thirds vote on a voice vote declared by the Moderator.

ACTION: The main motion which requires a majority vote was presented and carried by unanimous vote.

ARTICLE 3: APPROPRIATE FOR FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate $90,000 for a feasibility study for the repair, renovation and/or addition to the Police Station & Fire Station #1 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The Police/Fire Station #1, originally built in 1931, was reconstructed in 1988 – 1989. The amount of space that was originally allocated within the building for the Police and Fire Departments is no longer sufficient to accommodate changes in operations, changing personnel needs, technology upgrades, and security improvements. The station is not fully accessible for individuals with limited mobility. Areas for review during the feasibility study in the Police Department include: locker space for female officers is not adequate to meet existing and future needs; the evidence and property storage space is not sufficient; interview space and interview recording requirements must be expanded and improved to comply with current standards; there is limited space available for members of the Department to meet with the public; space is insufficient for a combined public safety dispatch center; and holding cells do not meet standards. Areas for review in the Fire Department include: apparatus bays are too small for modern fire trucks; the maintenance garage is too small to perform routine maintenance work; the existing office space is insufficient for the needs of staff; and storage space is not sufficient. The study will include a review of the operational needs of both departments, facility assessments, assessment of spatial needs within the existing or an expanded facility, an alternative study for demolition and rebuilding of a new facility, consideration of phasing/swing space, and a cost comparison of addition, renovation or rebuilding. The proposed study will be conducted in conjunction with the feasibility study for Fire Station #2 which was approved by Town Meeting in November, 2015.

MOVED: That the Town vote to raise and/or transfer and appropriate $90,000 for a feasibility study for the repair, renovation and/or addition to the Police Station & Fire Station #1 to be spent under the direction of the Permanent Public Building Committee/Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus.

Mr. Maurice P. Handel, Chairman, addressed this proposal on behalf of the Board of Selectmen. He stated that this article seeks a feasibility study for the Police/Fire Station #1. Originally built in 1931 and renovated in the mid-1980s prior to the Americans for Disabilities Act, the building does not meet

ersonnel needs, technology upgrades, and security improvements. The Board of Selectmen unanimously urge support of this article.

Mr. Richard A. Zimbone, Member, recommended doption of this article on behalf of the Finance Committee. unding for the feasibility study is from the overlay surplus ccount. Any balances become part of Free Cash at the end of the ear. If this article is approved, the study can be combined with the easibility study of Fire Station #2.

In response to an inquiry from Mr. Gerald A. Rovner, Mr. Handel advised that this feasibility study does not include a third ire station.

Mr. Theodore Owens rose in opposition to this article. He stated that every article in isolation deserves Town Meeting upport, but we do not have unlimited funds. He expressed concern hat this article has not been thoroughly studied and should come efore the Annual Town Meeting with all financial items.

Ms. Holly Anne Clarke concurred with Mr. Owens that his article should be moved to the Annual Town Meeting in the pring. Mr. Handel suggested that a delay would mean the project would not start until July, 2016. This project will be under the Permanent Public Building Committee and there will be many public hearings for discussion. The Board of Selectmen unanimously supports this project.

In response to an inquiry from Mary E. Keane-Hazzard, Mr. Handel indicated that it is economically and fiscally sound to evaluate both buildings at the same time.

Mr. Ford H. Peckham reiterated that the capital issues should be presented as a whole.

ACTION: The main motion was presented, but the Moderator was in doubt. The motion was again presented and the Moderator was still in doubt. The following Town Meeting Members were sworn in as Tellers: Richard S. Creem, Heidi M. Black, Erik J. Bailey, Thomas M. Harkins, Deborah S. Winnick, and Marjorie M. Margolis. The motion was again presented and carried by a count of hands. The hand count was Yes 131 – No 27.

At this time the Moderator announced tonight's attendance: 158 Present – 93 Absent. He then thanked the following individuals for their help in making this Special Town Meeting run smoothly: Jeffrey Wade and Alex Cuddy for manning the microphones, Pat Thornton, Town Hall Custodian, and Stephen Grably, Town Hall Monitor.

At 9:10 P.M. Mr. Maurice P. Handel, Chairman, on behalf of the Board of Selectmen, offered the following Resolution:

THE FOLLOWING RESOLUTION
was offered
In memory of
Richard "Dick" Remnitz

WHEREAS: Richard "Dick" Remnitz was born in Brooklyn, NY and attended PS 92 and Brooklyn Technical School. Dick received his Bachelor of Industrial Design degree from Syracuse University; and

WHEREAS: Dick served as Specialist 3rd class in the United States Army for two years, stationed in Stuttgart, Germany where he repaired and maintained aircraft instrumentation and electrical systems; and

WHEREAS: In 1969, Dick and his wife, Fay (Adams) Remnitz settled in Needham, where they raised their children, Dan and Judith; and

WHEREAS: Dick's career as an Industrial Design Engineer included 28 years working for Raytheon from 1956 until 1984, and for Computervision from 1984 through 1989. Dick was an avid collector of all types of scales, and was a member of the International Association of Scale Collectors; and

WHEREAS: Dick served on the Community Wellness Collaborative, the Domestic Violence Action Committee, and the Parent's Against Substance Abuse Committee. He volunteered for the First Parish Unitarian Church youth group, and coached softball and baseball for many years; and

WHEREAS: Dick was instrumental in the development of the Youth Center, now known as "TGIF," that has served middle school students continuously for more than 20 years. Dick volunteered countless Friday nights overseeing events; and

WHEREAS: Dick Remnitz served as Town Meeting Member from Precinct B from 1993 to 1999;

NOW THEREFORE, be it resolved by this body that the February 10, 2016 Special Town Meeting be dissolved in honor of the civic and community contributions of Richard "Dick" Remnitz to the Town of Needham.

ACTION: At 9:10 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE PRESIDENTIAL PRIMARY
Tuesday, March 1, 2016

Pursuant to a Warrant issued by the Selectmen January 26, 2016 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the First day of March in the year 2016 at seven o'clock in the forenoon. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Center
Precinct F - Needham High School – Gymnasium B
Precinct G - Needham High School – Gymnasium B
Precinct H - Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:
(Note: the hourly returns are inflated due to the double election.)

PRECINCTS	A	B	C	D	E
7:00 A.M.	1	0	0	0	0
8:00 A.M.	100	108	118	88	90
9:00 A.M.	156	218	206	166	168
10:00 A.M	230	263	307	265	226
11:00 A.M.	325	331	395	373	302
12:00 NOON	390	468	462	430	410
1:00 P.M.	450	533	521	506	497
2:00 P.M.	490	662	590	560	575
3:00 P.M.	556	717	665	625	634
4:00 P.M.	635	816	728	681	701
5:00 P.M.	675	877	804	774	778
6:00 P.M.	770	970	945	875	895
7:00 P.M.	886	1027	1054	1006	1081
8:00 P.M.	951	1118	1133	1100	1160

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	86	85	93	117	143
9:00 A.M.	163	154	183	190	197
10:00 A.M.	278	247	235	297	326
11:00 A.M.	331	341	320	399	432
12:00 NOON	398	451	395	462	512
1:00 P.M.	473	547	428	520	-
2:00 P.M.	536	612	491	596	607
3:00 P.M.	590	652	661	650	679
4:00 P.M.	683	731	741	707	749
5:00 P.M.	773	873	848	800	821
6:00 P.M.	899	950	978	944	938
7:00 P.M.	1037	1106	1148	1092	1031
8:00 P.M.	1138	1233	1213	1198	1120

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:21 P.M., March 1, 2016.

The total number of votes cast was as follows:

	Democrat	Republican	Green-Rainbow	United Independent Party	Total
Precinct A	635	317	0	0	952
Precinct B	701	416	1	0	1,118
Precinct C	719	416	1	0	1,136
Precinct D	750	351	0	1	1,102
Precinct E	797	364	0	2	1,163
Precinct F	791	343	1	0	1,135
Precinct G	828	407	1	0	1,236
Precinct H	801	416	0	0	1,217
Precinct I	876	328	0	0	1,204
Precinct J	786	336	1	0	1,123
TOTAL	**7,684**	**3,694**	**5**	**3**	**11,386**

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST – 11,386
(55.42% of Active Registered Voters)
(53.29 % of all Registered Voters including the Inactive Voters)

he result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
otal # of Votes Cast	635	701	719	750	797	791	828	801	876	786	7,684
PRESIDENTIAL PREFERENCE											
ernie Sanders	242	222	210	261	272	304	303	278	269	292	2,653
artin O'Malley	2	1	4	1	1	0	4	0	0	1	14
illary Clinton	380	475	502	482	520	481	514	516	601	485	4,956
oque "Rocky" De La Fuente	2	1	2	0	0	2	0	0	2	0	9
o Preference	6	0	0	3	2	2	5	2	3	5	28
cattered Write-Ins:	2	2	1	3	0	1	0	4	1	2	16
lanks	1	0	0	0	2	1	2	1	0	1	8
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District) (Precincts A,B,C,I,J)											
ill Bowles	409	419	463	-	-	-	-	-	563	476	2,330
cattered Write-Ins	2	4	0	-	-	-	-	-	4	5	15
lanks	224	278	256	-	-	-	-	-	309	305	1,372
STATE COMMITTEE WOMAN (Norfolk, Bristol & Middlesex District) (Precincts A,B,C,I,J)											
llen L. Parker	419	441	473	-	-	-	-	-	577	495	2,405
cattered Write-Ins	2	3	2	-	-	-	-	-	3	8	18
lanks	214	257	244	-	-	-	-	-	296	283	1,294
STATE COMMITTEE MAN (Norfolk and Suffolk District) (Precincts D,E,F,G,H)											
homas Joseph Holloway	1	-	-	42	47	35	26	35	-	-	186
alter F. McDonough	-	-	-	467	499	505	536	567	-	-	2,574
cattered Write-Ins	0	0	0	3	2	4	1	1	0	0	11
lanks	0	0	0	238	249	247	265	198	0	0	1,197
STATE COMMITTEE WOMAN (Norfolk and Suffolk District) (Precincts D,E,F,G,H)											
o Nomination											
rite-In:											
Bridget S. Murphy	-	-	-	1	0	3	1	0	-	-	5
cattered Write-Ins	-	-	-	84	87	73	83	88	-	-	415
lanks	1	-	-	665	710	715	744	713	-	-	3,548
DEMOCRATIC TOWN COMMITTEE (35)											
Group	246	280	324	299	306	266	306	303	364	315	3,009
Denise C. Garlick	411	460	508	506	555	533	597	554	623	534	5,281
Lida E. Harkins	336	381	437	418	466	425	483	446	530	460	4,382
James W. Segel	268	305	365	340	364	315	346	342	394	344	3,383
Michael A. Diener	258	295	342	319	324	289	325	353	381	334	3,220
Susan Welby	283	319	376	355	381	327	397	355	422	370	3,585
Daniel P. Matthews	290	323	372	362	388	348	390	387	445	395	3,700

Walter F. McDonough	263	298	339	339	371	316	362	388	392	341	3,409
Maurice Handel	305	346	399	391	410	374	429	399	470	415	3,938
John A. Bulian	288	324	385	363	380	336	393	423	435	389	3,716
Donald B. Gratz	270	302	350	328	335	296	334	330	388	345	3,278
Heidi C. Black	275	311	378	361	350	307	352	343	407	354	3,438
Michael J. Greis	293	326	366	356	379	327	384	363	432	389	3,615
Jeanne S. McKnight	273	300	351	335	347	321	343	343	394	352	3,359
Edward V. Cosgrove, III	260	311	349	335	380	318	359	337	394	355	3,398
Ann M. Cosgrove	271	316	367	342	400	325	374	347	396	357	3,495
Stacie M. Shapiro	313	336	362	349	353	334	353	365	417	373	3,555
Robert A. Stegman	260	294	339	335	335	293	323	325	373	333	3,210
Steven N. Jacques	268	298	345	324	342	313	337	342	392	346	3,307
Katherine P. Jacques	276	307	356	326	350	315	344	343	400	349	3,366
Jeffrey S. Shapiro	275	311	351	335	343	311	333	370	399	355	3,383
Terence P. Noonan	264	296	345	331	341	301	335	364	395	342	3,314
Harmony H. Wu	270	315	366	352	357	312	367	373	410	368	3,490
Paul F. Denver	262	300	350	336	345	305	367	345	426	343	3,379
Thomas M. Harkins	271	303	352	338	374	333	391	351	409	365	3,487
Fredie D. Kay	268	306	358	339	339	341	352	350	390	348	3,391
Caitlin Callahan Harkins	277	302	354	330	352	320	368	342	404	349	3,398
Laurie B. Hutcheson	265	300	349	326	335	297	336	334	399	338	3,279
Evan F. Rauch	255	298	334	325	323	286	317	321	372	328	3,159
Claire Dee Ecsedy	260	293	345	316	331	289	327	325	389	332	3,207
John P. Kirk	255	295	337	331	342	320	340	330	385	335	3,270
Robert T. Smart, Jr.	263	305	354	343	360	308	387	346	403	347	3,416
Karen L. Walker	267	296	348	323	340	295	342	335	394	344	3,284
Heather Yountz	290	300	343	319	329	296	325	331	389	339	3,261
Susan A. Sciacca-Dana	269	304	352	321	329	296	329	335	391	341	3,267
Artie R. Crocker	288	315	348	354	352	319	354	357	426	379	3,492
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	12,465	13,544	12,493	14,147	15,193	16,344	16,185	15,441	16,194	14,822	146,828

	A	B	C	D	E	F	G	H	I	J	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	317	416	416	351	364	343	407	416	328	336	3,694
PRESIDENTIAL PREFERENCE											
Jim Gilmore	0	0	2	0	0	0	0	0	0	0	2
Donald J. Trump	128	145	96	105	99	103	103	138	86	112	1,115
Ted Cruz	18	14	26	33	31	19	22	33	15	28	239
George Pataki	0	0	0	2	1	0	0	0	0	0	3
Ben Carson	7	11	3	2	7	12	5	5	2	4	58
Mike Huckabee	0	0	1	0	0	0	0	0	0	0	1
Rand Paul	0	1	2	2	0	1	0	1	0	1	8
Carly Fiorina	0	0	1	2	2	0	2	2	0	2	11
Rick Santorum	0	0	0	0	0	0	0	0	1	0	1
Chris Christie	2	1	0	1	0	0	1	0	1	0	6
Marco Rubio	70	92	122	81	88	103	97	118	120	91	982
Jed Bush	5	5	3	3	2	0	7	2	0	5	32
John R. Kasich	83	143	152	114	131	105	165	112	101	92	1,198
No Preference	0	2	4	0	2	0	1	2	2	0	13
Scattered Write-Ins:	3	2	3	5	1	0	1	3	0	1	19
Blanks	1	0	1	1	0	0	3	0	0	0	6

	A	B	C	D	E	F	G	H	I	J	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	317	416	416	351	364	343	407	416	328	336	3,694
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District) (Precincts A,B,C,I,J)											
Earl H. Sholley	84	102	114	-	-	-	-	-	84	93	477
Carl G. Nelson	140	208	214	-	-	-	-	-	157	163	882
Scattered Write-Ins	3	0	0	-	-	-	-	-	3	2	8
Blanks	90	106	88	-	-	-	-	-	84	78	446
STATE COMMITTEE WOMEN (Norfolk , Bristol & Middlesex District) (Precincts A,B,C,I,J)											
Patricia S. Saint Aubin	189	236	243	-	-	-	-	-	192	208	1,068
Scattered Write-Ins	6	4	3	-	-	-	-	-	1	6	20
Blanks	122	176	170	-	-	-	-	-	135	122	725
STATE COMMITTEE MAN (Norfolk and Suffolk District) (Precincts D,E,F,G,H)											
William D. McKinney	-	-	-	210	205	187	224	238	-	-	1,064
Scattered Write-Ins	-	-	-	5	1	6	3	2	-	-	17
Blanks	-	-	-	136	158	150	180	176	-	-	800
STATE COMMITTEE WOMEN (Norfolk and Suffolk District) (Precincts D,E,F,G,H)											
Jayme O. Allan	-	-	-	83	74	80	73	87	-	-	397
Mary E. Gallagher	-	-	-	176	200	167	222	232	-	-	997
Scattered Write-Ins	-	-	-	0	2	2	2	0	-	-	6
Blanks	-	-	-	92	88	94	110	97	-	-	481
REPUBLICAN TOWN COMMITTEE (35)											
Group	119	124	154	106	101	98	131	125	104	103	1,165
William J. McCarthy	139	153	170	123	119	120	151	176	122	122	1,395
Elizabeth Nicole Kaponya	123	135	164	117	105	108	136	128	110	113	1,239
Louise L. Miller	133	142	189	133	128	120	149	145	116	115	1,370
Ted Owens	141	150	192	133	126	123	162	147	124	120	1,418
John R. Allison	123	130	163	114	107	102	144	134	116	107	1,240
Joshua W. Levy	130	140	174	131	111	116	140	135	115	116	1,308
John F. Coffey	128	143	172	121	119	107	156	144	120	125	1,335
Cynthia J. Wolfe	131	142	174	134	142	124	165	144	123	126	1,405
Robert A. Downs	128	142	164	127	118	115	144	141	125	126	1,330
Louise V. Condon	165	179	230	177	175	173	224	224	172	152	1,871
Kathleen D. Whitney	126	139	170	119	115	118	153	152	117	114	1,323
Michele Jerard Pender	125	131	169	120	122	110	150	139	112	110	1,288
Gilbert W Cox, Jr.	142	151	187	145	133	127	161	157	131	125	1,459
John P O'Leary	129	143	174	117	122	120	153	159	142	121	1,380
Anne M. Allison	123	132	165	115	105	106	143	136	114	110	1,249
Peter Stephen Connolly	128	136	168	118	117	116	152	148	131	118	1,332
Joseph Y. Wong	128	133	169	119	107	103	144	140	119	115	1,277
Carol Johnson Boulris	128	137	177	133	116	113	145	141	120	116	1,326
Mark McDonough	125	145	167	117	116	108	144	154	115	113	1,304
John H. Cogswell	132	158	182	135	126	113	150	145	121	122	1,384
F. Timothy Hegarty, Jr.	127	138	170	118	122	122	150	146	118	111	1,322
Richard S. Creem	132	137	170	122	114	118	142	138	117	118	1,308
David K. Blakelock	124	134	163	115	125	107	137	132	109	109	1,255
Mary D. Tibma	130	150	189	133	136	137	171	156	126	131	1,459
Fabienne A. Madsen	128	129	163	121	120	112	147	140	110	113	1,283
Carol A. Fachetti	135	149	186	136	148	132	178	154	131	127	1,476

Olivia Bruce Hurlock	123	131	164	117	122	103	135	127	109	109	1,240
Eileen K. Orscheln	126	136	174	128	132	119	160	162	120	120	1,377
Ford H. Peckham	126	135	172	119	128	112	147	153	118	118	1,328
Matthew D. Borrelli	152	175	223	158	152	165	187	192	147	153	1,704
David R. Cox	139	141	190	139	124	125	153	152	126	127	1,416
Desiree H. Walsh	135	140	177	119	131	124	181	147	118	116	1,388
Linda M. Mitchell	127	139	174	135	138	114	155	153	122	118	1,375
Write-Ins:											
Richard W. Epstein	0	1	0	1	0	1	4	0	0	4	11
Michael J. McLaughlin	0	0	0	0	0	0	0	0	1	2	3
Scattered Write-Ins	11	6	3	4	4	7	6	6	4	4	55
Blanks	6,753	9,858	8,722	8,072	8,615	8,065	9,126	9,613	7,439	7,780	84,043

	A	B	C	D	E	F	G	H	I	J	TOTAL
GREEN-RAINBOW PARTY											
Total # of Votes Cast	0	1	1	0	0	1	1	0	0	1	5
PRESIDENTIAL PREFERENCE											
Sedinam Kinamo Christin Moyowasifza Curry	0	0	0	0	0	1	0	0	0	0	1
Jill Stein	0	1	0	0	0	0	1	0	0	0	2
William P. Kreml	0	0	0	0	0	0	0	0	0	0	0
Kent Meslay	0	0	0	0	0	0	0	0	0	0	0
Darryl Cherney	0	0	0	0	0	0	0	0	0	0	0
No Preference	0	0	1	0	0	0	0	0	0	0	1
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	1	1
Blanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE MAN (Norfolk , Bristol & Middlesex District)											
No Nomination:											
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	1	1	0	0	0	0	0	0	1	3
STATE COMMITTEE WOMEN (Norfolk , Bristol & Middlesex District)											
No Nomination:											
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	1	1	0	0	0	0	0	0	1	3
STATE COMMITTEE MAN (Norfolk and Suffolk District)											
No Nomination:											
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	1	0	0	0	2
STATE COMMITTEE WOMEN (Norfolk and Suffolk District)											
No Nomination:											
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	1	0	0	0	2

GREEN RAINBOW TOWN COMMITTEE (10)

o Nomination:											
catttered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
lanks	0	10	10	0	0	10	10	0	0	10	50

	A	B	C	D	E	F	G	H	I	J	TOTAL
UNITED INDEPENDENT PARTY											
otal # of Votes Cast	0	0	0	1	2	0	0	0	0	0	3
PRESIDENTIAL PREFERENCE											
lo Preference	0	0	0	0	1	0	0	0	0	0	1
cattered Write-Ins	0	0	0	1	1	0	0	0	0	0	2
lanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District)											
lo Nomination:											
cattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
lanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE WOMEN (Norfolk, Bristol & Middlesex District)											
lo Nomination:											
cattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
lanks	0	0	0	0	0	0	0	0	0	0	0
STATE COMMITTEE MAN (Norfolk and Suffolk District)											
No Nomination:											
Scattered Write-Ins	0	0	0	1	0	0	0	0	0	0	1
Blanks	0	0	0	0	2	0	0	0	0	0	2
STATE COMMITTEE WOMEN (Norfolk and Suffolk District)											
No Nomination:											
Scattered Write-Ins	0	0	0	1	2	0	0	0	0	0	3
Blanks	0	0	0	0	0	0	0	0	0	0	0
UNITED INDEPENDENT PARTY TOWN COMMITTEE (10)											
No Nomination:											
Scattered Write-Ins	0	0	0	1	0	0	0	0	0	0	1
Blanks	0	0	0	9	20	0	0	0	0	0	29

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:15 P.M., March 1, 2016.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION
Tuesday, April 12, 2016

Pursuant to a Warrant issued by the Selectmen February 23, 2016, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the twelfth day of April in the year 2016 at seven o'clock in the forenoon for the purpose of nominating Town Officers and Town Meeting Members. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Center
Precinct F - Needham High School – Gymnasium B
Precinct G - Needham High School – Gymnasium B
Precinct H - Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Selectman for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years.
Eight Town Meeting Members from Precinct A for Three Years;
Eight Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
One Town Meeting Member from Precinct E for One Year;
One Town Meeting Member from Precinct E for Two Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years.
One Town Meeting Member from Precinct J for One Year.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	1	0	12
8:00 A.M.	2	3	2	5	14
9:00 A.M.	15	32	4	14	19
10:00 A.M	23	39	10	30	23
11:00 A.M.	27	45	21	35	26
12:00 NOON	33	53	26	43	31
1:00 P.M.	37	62	33	49	38
2:00 P.M.	43	71	39	55	47
3:00 P.M.	47	76	44	60	40
4:00 P.M.	52	81	47	69	53
5:00 P.M.	58	91	52	77	61
6:00 P.M.	65	102	55	85	71
7:00 P.M.	72	114	63	92	85
8:00 P.M.	81	119	69	99	93

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	22	8	15	13	22
9:00 A.M.	27	19	31	18	28
10:00 A.M.	41	25	39	31	39
11:00 A.M.	48	39	55	38	46
12:00 NOON	64	43	63	47	52
1:00 P.M.	69	54	76	59	59
2:00 P.M.	77	61	86	65	64
3:00 P.M.	88	70	88	74	75
4:00 P.M.	99	83	97	85	84
5:00 P.M.	117	103	111	97	90
6:00 P.M.	128	120	119	107	101
7:00 P.M.	148	145	135	118	112
8:00 P.M.	158	172	144	131	118

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:46 P.M., April 12, 2016.

The total number of votes cast was as follows:

	Total
Precinct A	81
Precinct B	119
Precinct C	69
Precinct D	99
Precinct E	93
Precinct F	158
Precinct G	172
Precinct H	144
Precinct I	131
Precinct J	119
TOTAL	**1,185**

(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST – 1,185
(5.59% of Registered Voters)

The results of the balloting were as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	81	119	69	99	93	158	172	144	131	119	1,185
MODERATOR (for three years) (Vote for One)											
Michael K. Fee	70	89	59	86	76	113	136	116	98	94	937
Scattered Write-Ins	2	0	1	2	0	0	1	0	1	1	8
Blanks	9	30	9	11	17	45	35	28	32	24	240
SELECTMAN (for three years) (Vote for One)											
Daniel P. Matthews	73	81	59	80	74	119	125	107	101	92	911
Scattered Write-Ins	1	1	0	1	0	1	1	2	2	1	10
Blanks	7	37	10	18	19	38	46	35	28	26	264
TOWN CLERK (for three years) (Vote for One)											
Theodora K. Eaton	76	90	60	94	76	124	133	115	105	95	968
Scattered Write-Ins	1	0	0	0	0	0	0	1	1	1	4
Blanks	4	29	9	5	17	34	39	28	25	23	213
ASSESSOR (for three years) (Vote for One)											
Thomas P. Colarusso	65	63	52	70	69	95	116	94	90	72	786
Scattered Write-Ins	1	0	1	0	0	0	0	0	0	1	3
Blanks	15	56	16	29	24	63	56	50	41	46	396
SCHOOL COMMITTEE (for three years) (Vote for Not More Than Three)											
Constance S. Barr	67	76	59	78	77	107	124	111	98	82	876
Aaron M. Pressman	61	62	49	71	68	92	111	96	85	71	766
Andrea Longo Carter	62	63	57	71	69	94	113	93	83	71	776
Scattered Write-Ins	3	0	0	1	2	0	0	0	1	2	9
Blanks	50	156	45	76	63	181	168	132	126	131	1,128

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	81	119	69	99	93	158	172	144	131	119	1,185
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – veteran) (for three years) (Vote for One)											
Charles J. Mangine	69	68	56	74	71	106	119	107	97	83	850
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	11	51	13	25	22	52	53	37	34	36	334
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – non-veteran) (for three years) (Vote for One)											
James G. Healy	72	75	57	81	67	106	128	113	100	88	887
Scattered Write-Ins	0	0	0	1	0	0	0	1	0	1	3
Blanks	9	44	12	17	26	52	44	30	31	30	295
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years) (Vote for Not More Than Two)											
Lois C. Bacon	68	68	58	73	70	105	120	98	88	79	827
Rose A. Doherty	68	71	57	67	72	102	121	102	93	77	830
Scattered Write-Ins	0	0	0	0	2	0	0	0	0	0	2
Blanks	26	99	23	58	42	109	103	88	81	82	711
BOARD OF HEALTH (For three years) (Vote for One)											
Stephan K. Epstein	71	73	56	73	71	97	117	99	90	75	822
Scattered Write-Ins	1	0	0	0	0	0	1	1	0	1	4
Blanks	9	46	13	26	22	61	54	44	41	43	359
PLANNING BOARD (for five years) (Vote for One)											
Ted Owens	67	72	54	69	63	96	116	99	91	83	810
Scattered Write-Ins	2	1	0	0	0	0	0	2	1	2	8
Blanks	12	46	15	30	30	62	56	43	39	34	367
NEEDHAM HOUSING AUTHORITY (for five years) (Vote for One)											
Karen Sue Hughey	68	67	52	72	68	96	116	96	86	72	793
Scattered Write-Ins	2	0	0	0	0	0	0	0	0	1	3
Blanks	11	52	17	27	25	62	56	48	45	46	389
COMMISSIONER OF TRUST FUNDS (for three years) (Vote for One)											
Joseph P. Scalia	64	63	52	71	69	98	117	104	85	69	792
Scattered Write-Ins	1	0	0	0	1	0	0	0	0	1	3
Blanks	16	56	17	28	23	60	55	40	46	49	390
COMMISSIONER OF TRUST FUNDS (for One Year) (Vote for One)											
John H. Cogswell	68	75	60	74	69	103	117	103	92	78	839
Scattered Write-Ins	1	0	0	0	0	0	1	0	0	2	4
Blanks	12	44	9	25	24	55	54	41	39	39	342
PARK & RECREATION COMMISSION (for three years) (Vote for Not More Than Two)											
Cynthia J. Chaston	71	73	55	66	72	109	116	102	96	85	845
Michelle Geddes	63	65	51	62	67	96	111	96	89	77	777
Scattered Write-Ins	2	0	0	1	1	1	0	0	0	1	6
Blanks	26	100	32	69	46	110	117	90	77	75	742

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	81	119	69	99	93	158	172	144	131	119	1,185

* Not Elected

PRECINCT A (For three years) (Vote for Not More Than Eight)

Walter D. Herrick	61	Nina Silverstein	61
Michael S. Miller	62	Write-Ins:	
Suzanne Fiering Nissen	56	Lance R. Brown	8
James Allan Scott	57	John Hotchkiss	3
Irwin Silverstein	62		

PRECINCT B (For three years)(Vote for Not More Than Eight)

* George Baierlein	39	Gerald C. Rovner	56
William G. Doyle	42	Dorothea Von Herder	48
John J. Frankenthaler	47	Stuart B. Agler	51
Richard M. Freedberg	52	Thomas M. Jacob	62
Lori A. Markell	56		

PRECINCT C (For three years)(Vote for Not More Than Eight)

Lois R. Goldberg	54	* Carlos Agualimpia	1
John H. Haslip	51	* Susan A. Barber	1
R. Cynthia Landau	50	* Carol S. Cowles	1
Lisa W. Zappala	54	* David G. Gotthelf	1
Andrea Longo Carter	53	*Janet R. MacLeod	1
Write-Ins:		* Norman T. MacLeod	1
Paul David Isenberg	2	* Joan T. Story	1

PRECINCT D (For three years)(Vote for Not More Than Eight)

Reginald C. Foster	60	Arthur Walitt	60
Christopher J. Gerstel	63	Joseph J. Leghorn	68
Aaron M. Pressman	68	Kurt M. Mullen	62
M. Kathleen Tedoldi	71	Evan F. Rauch	59

PRECINCT E (For three years)(Vote for Not More Than Eight)

David K. Blakelock	67	Paul A. Siegenthaler	61
Edward V. Cosgrove III	69	Theodore Weiner	60
Risa J. Greendlinger	63	Amy Hurley	64
Ronald W. Ruth	62	Victor Paul Seidel	58

PRECINCT E (For Two Years) (Vote for One)

Alisha Beth Harrington	70

PRECINCT E (For One Year) (Vote for One)

Write-Ins:		Doris R. Weiner	2
Philip Edward Brandish	8		

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	81	119	69	99	93	158	172	144	131	119	1,185

* Not Elected

PRECINCT F (For three years)(Vote for Not More Than Eight)

Barry J. Coffman	68	William J. Okerman	71
Jeffrey D. Heller	76	Karen N. Price	83
Leslie A. Kalish	99	Michael L. Verdun	68
* Carolyn R. McIver	60	* Doug H. Fox	57
Kenneth Scott Muldoon	62	Jeanne S. McKnight	96
		* Linda F. Safran	52

PRECINCT G (For three years)(Vote for Not More Than Eight)

Peter W. Beacham, Jr.	81	Gary Michael Kaufman	67
Michael J. Crawford	81	* James A. Goldstein	64
John D. Crimmings	108	Ryan D. McDonnell	72
Michael A. Distler	75	Mark A. Oberle	98
Kenneth B. Freundlich	70	* Richard F. Oppenheimer	64

PRECINCT H (For three years)(Vote for Not More Than Eight)

Isabel F. Avedikian	95	Hilary Hanson Bruel	91
Michael A. Diener	92	Amy M. Wixon	87
Karen E. Han	92	Write-Ins:	
John A. Kingston	89	Ilan Barzilay	16
		Eileen K. Orscheln	26

PRECINCT I (For three years)(Vote for Not More Than Eight)

Artie R. Crocker	83	Anne W. Weinstein	77
Claire Dee Ecsedy	76	Kathleen D. Whitney	80
Josephine Ochalla	80	Joel S. Golden	65
Peter J. Pingitore	75	Write-In:	
Nicholas S Renzulli	75	Stephanie A. Cowley	28

PRECINCT I (For two years) (Vote for One)

Peter Stephen Connolly	90	Write-In:	
		Stephanie A. Cowley	2

PRECINCT J (For three years)(Vote for Not More Than Eight)

Mark L. Borowsky	71	David P. Montgomery	68
Robert E. Deutsch	77	Christopher Mooney	70
Kevin J. Keane	73	Peter Sergey Panov	70
George F. Kent	73	Carol I. Urwitz	72

PRECINCT J (For one year) (Vote for One)

Janice S. Epstein	39	Debra A. Whitney	51

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the ntrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in onformity with the laws governing elections.

Adjourned at 9:46 P.M. April 12, 2016.

Theodora K. Eaton, MMC
Town Clerk

true copy
TTEST:

RECORD OF ANNUAL TOWN MEETING
Monday, May 2, 2016

Pursuant to a Warrant issued by the Selectmen February 9, 2016 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, May 2, 2016, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 230 voters, including 225 Town Meeting Members, were checked on the list as being present. 26 Town Meeting Members were absent.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The Moderator led Town Meeting Members in the Pledge of Allegiance.

Town Meeting Members joined the First Graders from Hillside School (Wes Ayres, Jessie Bryant, Katelyn Birnbaum, Anthony Borrelli, Milena Carrillo, Marisa Coburn, Ella Cusson, Owen Daly, Sam Doff, Celia Downey, Evan Feldman, David Lee, Evan Lubarsky, Will Murray, Emma O'Neill, Emma Pretorious, Matt Shusterman, Elizabeth Sun, Ava Towvin, Nick Tuchin, and Sharon Veiner) under the direction of their teacher, Ms. Shelley Santaniello, in honoring our country by saluting the flag and reciting the Pledge of Allegiance. The First Graders then sang This Land is Our Land.

With the cooperation of the Needham Interfaith Clergy Association, and at the designation of that organization's liaison, Ramin Abrishamian of the Baha'i Community, Rev. Philip E. McGaugh, Pastor, St. Bartholomew's Roman Catholic Church, gave the invocation.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator stated that Town Meeting Members may only sit in the first twelve (12) rows as indicated by the Marshalls and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by Jeff Wade and Alex Cuddy.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address remarks to the Moderator. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodations may be made.

2. Anyone entering or exiting the hall while we are in session must use care not to disrupt the session and in particular, must not slam the doors.

3. No eating, drinking or smoking is permitted in the hall.

4. No firearms or weapons may be brought into the hall.

5. No hats in the hall may be worn except by uniform personnel or for medical reasons.

6. Members and attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bounds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. 1, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Unanimous consent was given to adopt the following limits of debate:

> Committee Chairpersons, Proponents, Attorneys representing proponents – 15 Minutes.
>
> Town Meeting Members, non-Town Meeting Members, visitors other than attorneys – 5 Minutes in total per article.

Rules concerning budget and Cash Capital Articles

In keeping with our tradition, the Moderator sought consent for a rule of procedure and debate for discussion under Article 12, the Fiscal Year 2017 Operating Budget, as well as under Articles 13, 14, and 15, the enterprise fund budgets and Article 43, the consolidated Cash Capital Article. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the

moving party identifies another line item or items that will be reduced in order to fund the proposed increase.

The adoption of the Rules concerning budget and Cash Capital Articles was presented and passed by majority vote as declared by the Moderator.

Hearing no objection, the Moderator finds by majority vote that the remaining rules of practice concerning debate and rules of procedure as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator noted that there is one change in an affirmative motion under Article 25. The main motion clarifies at the outset that the action sought from Town Meeting is the enactment of a new by-law. The Main Motion states: MOVED: that the Town vote to adopt the following general bylaw:"

The Moderator announced that the proponents no longer have an interest in Articles 4, 5, 26, 27, 38, and 51 and requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 4, 5, 26, 27, 38, and 51.

The Moderator announced that Articles 12, 23, 29, 34, and 44 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Members responded with "question" or "debate" to Articles 3, 7, 8, 9, 13, 14, 15, 17, 28, 35, 41, 42, 45, 46, 47, and 48. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2016, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$79,750
Town Clerk with 6 years of service in that position	$96,500 (1)
Selectmen, Chairman	$1,800
Selectman, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $6,755, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $53,574. The annual salary of $96,500 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $9,928. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $13,900; or take any other action relative thereto.

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2016, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$79,750
Town Clerk with 6 years of service in that position	$96,500 (1)
Selectmen, Chairman	$1,800
Selectman, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $6,755, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $53,574. The annual salary of $96,500 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of

separation from Town service in an amount not to exceed $9,928. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $13,900.

ACTION : So voted by unanimous consent.

ARTICLE 7: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2017, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 100% for each eligible exemption; or take any other action relative thereto.

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid in the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2016, the cumulative increase above the statutory limit was 100%.

MOVED: That the Town vote to accept, for fiscal year 2017, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 100% for each eligible exemption.

ACTION: So voted by unanimous consent.

ARTICLE 8: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $13,222 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $13,222 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of $25,000 (2008 dollars). The voluntary fund received $13,222 in fiscal year 2015.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $13,222 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $13,222 be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 9: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $15,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The Senior Corps is a program whereby qualified elderly and/or disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid up to $1,000 per year, which is applied to their property tax bills.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $15,000 be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 13: APPROPRIATE THE FY2017 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

RTS Enterprise
FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
101A	Salary & Wages	$665,545	10.0	$739,993	10.0	$766,816	10.0	
101B	Expenses	$1,204,176		$1,153,651		$1,200,969		
101C	Operating Capital	$79,318		$86,000		$86,500		
101D	Debt Service	$117,108		$150,000		$150,000		
102	Reserve Fund	Transfers Only		$25,000		$25,000		
	TOTAL	**$2,066,147**	**10.0**	**$2,154,644**	**10.0**	**$2,229,285**	**10.0**	
				FY2017 Budget Percentage Change from FY2016 Budget			3.5%	

and to meet this appropriation that $1,420,000 be raised from the tax levy and transferred to the RTS Enterprise Fund, and that $20,096 be transferred from RTS Retained Earnings; or take any other action relative thereto.

Article Information: The Town of Needham provides residents with recycling and waste disposal services at the Town's Recycling Center and Transfer Station (RTS). The RTS is a residential drop-off facility with a pay-per-throw program. To use the RTS, residents must obtain a special sticker which is affixed to the windshield of the vehicle transporting recycling and/or trash into the RTS. Residents may purchase special bags for their non-recyclable trash disposal or may haul trash into the center and have it weighed before disposing, paying a fee. These fees combined cover some of the costs for operating the RTS. The RTS is one of the most utilized facilities within the Town - approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for many Town departments along with material processing and snow storage services for the Department of Public Works. Additionally, the RTS provides a variety of other specialty recycling options for residents such as books, clothing, and many others.

FY2017 will be the third year of the new funding model for the Recycling and Transfer Station Enterprise, which now includes a higher contribution from the General Fund to offset the loss of revenue collected through the annual sticker fee that was paid by residents. This payment, along with pay-per-throw bag and other rubbish disposal fees and miscellaneous revenue, provides the funds to support and operate the center. The General Fund contribution of $1,420,000 for FY2017 is the same as FY2016. Direct financing of the facility through the tax levy expands access to the facility, and recognizes the "public good" aspect of many of the recycling, yard waste, and waste ban item disposal services. The contribution was held flat through the use of retained earnings, an increase in recycling revenue and pay-per-throw charges, and rental income from SolarCity, the operator of the solar array on RTS property.

The recommended operating budget for FY2017 is $2,229,285 or $74,641 (3.5%) more than the FY2016 budget. The $26,823 (3.6%) change in the salary and wages line reflects the collective bargaining agreement for FY2017 with the Union. The RTS has 10 full-time employees, of which 8 are members of the NIPEA union. The $47,318 (4.1%) increase in the expense line results primarily from higher costs for solid waste hauling and disposal ($21,926); use of an outside service to grind wood waste due to the removal of wood grinder from service, which was offset in part by the expenses no longer incurred for repairs to the wood grinder ($8,900); and rental of an excavator annually for material moving ($8,000). The balance of the increase is for various operational expenses that are higher due to contract prices, volume, and/or increased activity. The operating capital line is $500 (0.6%) more than FY2016 and the funds are used to replace an open top trailer and roll-off containers. The open top trailer is used to haul trash to the waste to energy plant in Millbury. The roll-off containers are used by residents to drop off trash and recycling; these are part of an annual replacement schedule.

Debt service is level funded at $150,000, and supports the debt capacity requirements to continue the current RTS operations. The reserve fund is level dollar as well for FY 2016.

The RTS also reimburses the General Fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

RTS Enterprise
FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
101A	Salary & Wages	$665,545	10.0	$739,993	10.0	$766,816	10.0	
101B	Expenses	$1,204,176		$1,153,651		$1,200,969		
101C	Operating Capital	$79,318		$86,000		$86,500		
101D	Debt Service	$117,108		$150,000		$150,000		
102	Reserve Fund	Transfers Only		$25,000		$25,000		
	TOTAL	**$2,066,147**	**10.0**	**$2,154,644**	**10.0**	**$2,229,285**	**10.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					3.5%	

nd to meet this appropriation that $1,420,000 be raised from the tax levy and transferred to the RTS Enterprise Fund, and that $20,096 be ransferred from RTS Retained Earnings.

ACTION: So voted by unanimous consent.

ARTICLE 14: APPROPRIATE THE FY2017 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of he Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$930,174	12.0	$987,170	12.0	$1,019,922	12.0	
201B	Expenses	$338,417		$402,011		$415,585		
201C	Capital Outlay	$24,442		$50,000		$50,000		
201D	MWRA Assessment	$5,466,144		$5,462,757		$5,718,107		
201E	Debt Service	$1,338,092		$1,500,000		$1,500,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,097,269**	**12.0**	**$8,436,938**	**12.0**	**$8,738,614**	**12.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					3.6%	

and to meet this appropriation that $519,846 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and $404,156 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly severe discharge performance

standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

Budget Line	FY2017 Sewer Operations	FY2017 Drains Program	FY2017 Recommended Budget	FY2016 Sewer Operations	FY2016 Drains Program	Current FY2016 Sewer Budget
Salary & Wages	$650,739	$369,183	$1,019,922	$634,673	$352,497	$987,170
Expenses	$264,922	$150,663	$415,585	$260,020	$141,991	$402,011
Capital Outlay	$50,000	$0	$50,000	$50,000	$0	$50,000
MWRA Assessment	$5,718,107	$0	$5,718,107	$5,462,757	$0	$5,462,757
Debt Service	$1,500,000	$0	$1,500,000	$1,500,000	$0	$1,500,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,218,768	$519,846	$8,738,614	$7,942,450	$494,488	$8,436,938

	FY2017 Sewer Operations $ Change	FY2017 Drains Operations $ Change	FY2017 Sewer Enterprise $ Change	FY2017 Sewer Operations % Change	FY2017 Drains Operations % Change	FY2017 Sewer Enterprise % Change
Salary & Wages	$16,066	$16,686	$32,752	2.5%	4.7%	3.3%
Expenses	$4,902	$8,672	$13,574	1.9%	6.1%	3.4%
Capital Outlay	$0	$0	$0	0.0%		0.0%
MWRA Assessment	$255,350	$0	$255,350	4.7%		4.7%
Debt Service	$0	$0	$0	0.0%		0.0%
Reserve Fund	$0	$0	$0	0.0%		0.0%
Total	$276,318	$25,358	$301,676	3.5%	5.1%	3.6%

The operating budget of $8,738,614 for FY2017 is $301,676 more than the current FY2016 budget, an increase of 3.6%. This increase is mainly due to the increase in the MWRA assessment for the Town's sewerage and wastewater disposal. The increase in the assessment represents nearly 86% of the total increase in the budget for FY2017. No new spending requests were presented with this budget. The Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff and operationally it is more effective to budget and monitor this work through the Sewer Enterprise Fund budget. However, the costs not associated with Sewer operations are funded by taxation and not by Sewer use fees. The preceding table provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

The FY2017 Sewer operations portion of the budget is $276,318 higher, an increase of 3.5% over the current year. The preliminary MWRA assessment for FY2017 is $255,350 more than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor. The FY2017 drains operations portion of the budget is $25,358 (5.1%) more than the current year. The salary and wages line is $1,019,922 for FY2017 which is an increase of $32,752 or 3.3%. The sewer division has 12 full-time employees of which 11 are members of the NIPEA union. The Town and the Union have a collective bargaining agreement in place for FY2017. There is no increase in the number of funded positions.

The increase in expense line is due to inflationary, regulatory, and monitoring efforts. The expense line is $415,585 which is $13,574 or 3.4% more than the current year. The increase is primarily attributable to higher electric and natural gas costs. The cost per kWh is increasing and natural gas use is higher because of the new sewer pump station (Reservoir B) which opened last year. Most other expense changes were offsetting where an increase in one expense type was offset by a decrease in another expense.

The operating capital line is level funded at $50,000 for FY2017. This budget line pays for grinder replacements and allows the department to continue its annual $25,000 allocation for sewer pump and small power equipment replacement. The plan for FY2017 is the replacement of the Great Plain Avenue Pump Station grinder and replacement of pump (#2) at the West Street pump station.

The sewer debt service budget line is also level dollar at $1,500,000 for FY2017, which is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The reserve fund is level dollar for FY2017. The budget plan for FY2017 includes the use of $404,156 from sewer retained earnings. The $519,846 to be transferred from the tax levy is to pay for drains-related programs.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise

FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$930,174	12.0	$987,170	12.0	$1,019,922	12.0	
201B	Expenses	$338,417		$402,011		$415,585		
201C	Capital Outlay	$24,442		$50,000		$50,000		
201D	MWRA Assessment	$5,466,144		$5,462,757		$5,718,107		
201E	Debt Service	$1,338,092		$1,500,000		$1,500,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,097,269**	**12.0**	**$8,436,938**	**12.0**	**$8,738,614**	**12.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					3.6%	

and to meet this appropriation that $519,846 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and $404,156 be transferred from Sewer Enterprise Fund Retained Earnings.

ACTION: So voted by unanimous consent.

ARTICLE 15: APPROPRIATE THE FY2017 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise

FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,049,485	16.0	$1,105,680	16.0	$1,134,686	16.0	
301B	Expenses	$1,055,256		$1,034,526		$1,079,267		
301C	Capital Outlay	$19,197		$30,500		$4,000		
301D	MWRA Assessment	$1,193,697		$1,012,962		$1,043,468		
301E	Debt Service	$1,545,746		$1,550,000		$1,550,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,863,381**	**16.0**	**$4,808,668**	**16.0**	**$4,886,421**	**16.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					1.6%	

or take any other action relative thereto.

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 4.0 million gallons of water per day). The current water withdrawal permit from the Department of Environmental Protection (DEP) allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2017 is $77,753 (3.6%) more than the FY2016 budget. One of the contributing factors in the increase for FY2017 is the MWRA assessment for the Town's use of water. The MWRA bills the Town for actual water consumption in the calendar year

preceding the new fiscal year; the FY2017 water assessment is based on CY2015 water use. The Town's use of MWRA water was up approximately 9% from the prior year. The preliminary water assessment for FY2017 is $1,043,468 which is $30,506 (3.0%) more than the assessment for FY2016. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	2013	2014	2015
Water Production*	1,267.8	1,235.9	1,256.8
Water Production from MWRA	354.8	279.0	304.1
Water Production from Town Wells	913.0	956.9	952.7
Percentage from MWRA	28.0%	22.6%	24.2%
*millions of gallons			
Water meters replaced	945	1,224	1,153
Percentage of the total number of water meters in place for that year	6.7%	8.4%	7.8%

The salary and wage expense line shows an increase of $29,006 (2.6%) over the FY2016 budget. The Enterprise Fund has 16 full time employees of which 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The Town has collective bargaining agreements with both unions for FY2017. As with the RTS and Sewer enterprise budgets, there is no increase in the number of funded positions.

The Water Enterprise Fund expense line is $44,741 higher than the current budget, approximately 4.3% more. The increase results from higher energy costs ($33,533) increase in repairs and maintenance ($14,500), other purchase of services ($11,000), communications ($8,600), and various other expenses ($2,500). The increase was offset in part by reductions in professional and technical services ($14,525), governmental charges ($5,000), vehicle supplies ($4,467), and other supplies ($1,400). The higher energy costs are in electricity and natural gas for similar reasons as the Sewer Enterprise saw, higher charge for electricity for FY2017 and opening of the new pump station which converted from oil to natural gas. The cost for natural gas is less than the cost would have been if it new facility remained on oil heat. The increase costs for repairs include road trench repairs when water pipes are accessed by digging in the public way. Communication expenses are higher due to the increased rate charged to the Town for telemetering and emergency dialers. The reduction to the professional and technical expense and other supplies is based on contracts and anticipated demand for service. Vehicle supplies are lower due to much lower diesel and gasoline costs.

The operating capital amount of $4,000 is $26,500 (87%) less than budgeted for FY2016. The budget provides for a nominal power equipment replacement allowance. Debt service is level funded at $1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. The water reserve fund is level dollar for FY2017

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2017, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise

FY2017

Line #	Description	FY2015 Expended	FTE	FY2016 Current Budget	FTE	FY2017 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,049,485	16.0	$1,105,680	16.0	$1,134,686	16.0	
301B	Expenses	$1,055,256		$1,034,526		$1,079,267		
301C	Capital Outlay	$19,197		$30,500		$4,000		
301D	MWRA Assessment	$1,193,697		$1,012,962		$1,043,468		
301E	Debt Service	$1,545,746		$1,550,000		$1,550,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,863,381**	**16.0**	**$4,808,668**	**16.0**	**$4,886,421**	**16.0**	
		FY2017 Budget Percentage Change from FY2016 Budget					1.6%	

ACTION: So voted by unanimous consent.

ARTICLE 17: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2017 awards amounts had not been released.

MOVED: That the Town vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation.

ACTION: So voted by unanimous consent.

ARTICLE 28: ACCEPT ACCESS EASEMENT – OAK AND CYPRESS

To see if the Town will vote to authorize the Selectmen to accept a grant of back-up easement from Jorge L. Oslan, Manager, Oak Street LLC on a plan entitled "Definitive Plan of the Subdivision of Land in the Town of Needham, 66 Oak Street, Needham, Massachusetts," prepared by Field Resources, Inc., 281 Chestnut Street, Needham, MA 02492, Lakeview Engineering Associates, Civil Engineers, P.O. Box 787, Hudson, Massachusetts, Sheet 1 of 5, Lotting Plan, dated August 15, 2011, revised August 30, 2011, November 29, 2011, December 21, 2011, December 11, 2013, March 31, 2014, December 30, 2014, April 6, 2015 and November 5, 2015 (for information only), on file with the Needham Planning Board; or take any other action relative thereto.

Article Information: As a condition of approval of the Oak Street Subdivision, the Planning Board required that the Developer grant the Town and abutters a Back-Up Easement that is included in the roadway layout for Cypress Street. The Back-up Easement grants to the Town and abutters the right to use the back-up area for the purpose of turning vehicles around. Town Meeting approval of such easements is required in order for them to be effective.

MOVED: That the Town vote to authorize the Selectmen to accept a grant of back-up easement from Jorge L. Oslan, Manager, Oak Street LLC on a plan entitled "Definitive Plan of the Subdivision of Land in the Town of Needham, 66 Oak Street, Needham, Massachusetts," prepared by Field Resources, Inc., 281 Chestnut Street, Needham, MA 02492, Lakeview Engineering Associates, Civil Engineers, P.O. Box 787, Hudson, Massachusetts, Sheet 1 of 5, Lotting Plan, dated August 15, 2011, revised August 30, 2011, November 29, 2011, December 21, 2011, December 11, 2013, March 31, 2014, December 30, 2014, April 6, 2015 and November 5, 2015 (for information only), on file with the Needham Planning Board.

ACTION: So voted by unanimous consent.

ARTICLE 35: APPROPRIATE FOR COMMUNITY HOUSING SPECIALIST

To see if the Town will vote to raise and/or transfer and appropriate the sum of $60,000 for a Community Housing Specialist, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve; or take any other action relative thereto.

Article Information: This article would provide partial funding of the Town's Community Housing Specialist for the next three years, continuing the practice of using a combination of CPA funds and the General Fund to support the position. This position provides technical and administrative support related to affordable housing issues, supporting various Town boards and departments, coordinates with state agencies, and assists in the implementation of the Town's housing goals.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $60,000 for a Community Housing Specialist, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve.

ACTION: So voted by unanimous consent.

ARTICLE 41: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2017 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee $82,000

Reserves:

B. Community Preservation Fund Annual Reserve $1,537,037
C. Community Housing Reserve $292,700
D. Historic Resources Reserve $0
E. Open Space Reserve $292,700

or take any other action relative thereto.

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills

with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

MOVED: That the Town vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2017 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee $82,000

Reserves:

B. Community Preservation Fund Annual Reserve $1,537,037
C. Community Housing Reserve $292,700
D. Historic Resources Reserve $0
E. Open Space Reserve $292,700.

ACTION: So voted by unanimous consent.

ARTICLE 42: RESCIND DEBT AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Senior Center	2011 STM November	14	8,051,808	$11,758
Total				$11,758

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Senior Center	2011 STM November	14	8,051,808	$11,758
Total				$11,758

ACTION: So voted by unanimous consent.

ARTICLE 45: APPROPRIATE FOR RTS ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $238,000 for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $22,073 be transferred from Article 42 of the 2007 Annual Town Meeting, and that $215,927 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
RTS	Swap Loader with Attachments	$120,000	
RTS	Property Improvements	$68,000	
RTS	Stormwater Plan	$50,000	

Group	Description	Recommended	Amendment
		$238,000	

Article Information:

SWAP LOADER WITH ATTACHMENTS *This article will address two operational concerns at the RTS. The packer truck at the RTS is five years old – half of its estimated life – but requires numerous repairs due to the nature of the piece of equipment. The Town has had to rent a packer during down times, with corresponding delays in service. Additionally, there is a need for a more efficient watering system at the RTS to minimize the dust onsite and to aid in the composting process by keeping the compost wet in summer months so it can continue to process. These two needs can be addressed with the conversion of existing unit #5 (a 2011 Six Wheel Dump Truck) into a Swap Loader truck. Unit #5 will be converted and both a Packer body and water tank body will be purchased. This will increase the utilization of unit #5 and address the two pressing operational issues without the need to expand the RTS equipment inventory. The Swap Loader truck can be used with the proposed packer body while the existing Packer truck is being serviced or repaired, and can provide additional collection capacity during busy times of the year and during special events when additional trash pick-up is required. The proposed mobile water tank body will be utilized during those spring, summer and fall months when the compost area is dry and in need of dust control to prohibit dust from interfering with operations.*

RTS PROPERTY IMPROVEMENTS *This article will fund improvements to the Recycling & Transfer Station (RTS) facility to increase efficiency, comply with regulatory requirements, and improve functionality. FY2017 funding is proposed for the installation of anti-litter fencing ($32,000) and the replacement of a retaining wall ($36,000). The fencing project includes the installation of 850 linear feet of anti-litter fencing to reduce the amount of litter that is blown out of the facility onto the street and across Central Avenue to Claxton Field and the Town Forest. The fencing will significantly reduce or negate the need for staff to clean up Claxton Field or enter the wetlands to remove litter. The foundation walls at the rear of the transfer station are steep and held in place with an engineered Gabion retaining wall system (a wire mesh filled with rock). The wall is starting to fail as the wire mesh is coming apart. To repair the retaining wall and replace it with a new interlocking concrete block system, the existing Gabion system will be removed, the site prepared for the new wall, and new concrete installed.*

RTS STORMWATER PLAN *The Recycling and Transfer Station (RTS) composting operation is presently operating pursuant to a Conservation Commission Negative Determination of Applicability (NDA). This NDA was put in place as a result of potential adverse impacts to the wetlands from the compost operations. The NDA calls for the mitigation of potential stormwater issues at the site. At the present time, untreated stormwater runoff is entering a perennial stream that feeds the wetlands abutting the composting operations. In order to be compliant with the NDA this project will include the design of a silt detention basin at the compost area, the design of a new detention basin at the base of the landfill that will control stormwater runoff from the Materials Processing Area and the road behind the Salt Shed, design of the regrading of the materials processing area to ensure that all stormwater runoff is diverted from the wetlands, design of a stormwater management collection system for the proposed paving of the road behind the Salt Shed, and investigation and design of the drainage system adjacent to the Salt Shed.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $238,000 for RTS Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $22,073 be transferred from Article 42 of the 2007 Annual Town Meeting and that $215,927 be transferred from RTS Enterprise Fund Retained Earnings.

Group	Description	Recommended	Amendment
RTS	Swap Loader with Attachments	$120,000	
RTS	Property Improvements	$68,000	
RTS	Stormwater Plan	$50,000	
		$238,000	

ACTION: So voted by unanimous consent.

ARTICLE 46: APPROPRIATE FOR RTS FLEET REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $269,000 for RTS Fleet Replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $269,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: ***FLEET REPLACEMENT – SPECIALIZED EQUIPMENT*** *Unless circumstances require otherwise, the RTS fleet replacement – specialized equipment planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
104/RTS	2007	Front-End Loader	$269,000

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $269,000 for RTS Fleet Replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $269,000 under M.G.L., Chapter 44, Section 7.

ACTION: So voted by unanimous consent.

ARTICLE 47: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $73,860 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $10,335 be transferred from Article 69 of 2006 Annual Town Meeting and $63,525 be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Sewer Main Extension Zone 1 & 2 Design	$73,860	

Article Information:
There are eight homes with private septic systems in Needham that are within Massachusetts Department of Environmental Protection's Zone II areas. The Town has prioritized the extension of the sewer system to allow these homes to connect as part of its aquifer protection mandate. The Zone I and Zone II aquifer protection area for the Charles River Well No. 1 encompasses an area that includes private septic systems. Zone I includes land within the protective four hundred (400) foot radius around an existing or potential public water supply well or well field. Zone II includes the area of an aquifer that would potentially be affected by nearby septic systems. All three of Needham's wells are located in an area that is vulnerable to contamination from nearby septic systems, and extending the sewer main to allow access to homes within Zones I & II will reduce this risk. The sewer main ends at 827 Charles River Street, and the extension would run from 828 Charles River Street to Winding River Road and extend 712 feet up Winding River Road. This new sewer main will allow five homes that are currently on septic systems to connect to the Town sewer, subject to a betterment fee. FY2017 funding will support the design of 712 linear feet of 8" gravity sewer pipe installation and five sewer manholes.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $73,860 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $10,335 be transferred from Article 69 of 2006 Annual Town Meeting and $63,525 be transferred from Sewer Enterprise Fund retained earnings.

Group	Description	Recommended	Amendment
Sewer	Sewer Main Extension Zone 1 & 2 Design	$73,860	

ACTION: So voted by unanimous consent.

ARTICLE 48: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $345,679 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $345,679 be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Water	Fire Flow Improvements Study	$20,000	
Water	Water Service Connections	$200,000	
Water	Water System Rehabilitation Program	$82,000	
Water	Fleet Replacement Program	$43,679	
		$345,679	

Article Information:

FIRE FLOW IMPROVEMENTS STUDY *The Water System Master Plan has identified fire flow adequacy as a priority improvement. A fire flow adequacy analysis was conducted under maximum daily demand that determined that the existing system is unable to meet the minimum 20 pounds per square inch of pressure (psi) in the higher elevations of Town – Tower Hill and Birds Hill. The proposed feasibility study will provide options for meeting the minimum psi level in the most cost-effective manner.*

WATER SERVICE CONNECTIONS *The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced prior (at least one year) to a road reconstruction/paving project. If*

this project is not funded it leaves an element of the subsurface infrastructure susceptible to failure before the useful life of the reconstructed roadway has been realized. Prior appropriations are currently under contract with water service connection replacements estimated to be one and one half years ahead of the road resurfacing program. The FY2017 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule. System wide, there are approximately 1,100 services that still need to be replaced in the system.

WATER SYSTEM REHABILITATION PROGRAM *Water infrastructure requires ongoing attention and periodic replacement, and portions of the Town's water infrastructure are 75+ years old and approaching the end their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a continual supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, FY2017 funding is intended for engineering and design for a new 8" main for Alfreton Road from Highland Avenue to Webster Street (500 l.f.), engineering and design for a new 8" main on Bennington Street from High Street to Concord Street (650 l.f.), and engineering and design for a new 8" main on Country Way (1,200 l.f.).*

FLEET REPLACEMENT *Unless circumstances require otherwise, the Water core fleet replacement – specialized equipment planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
26/Water	2011	F150 to F250	$43,679

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $345,679 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $345,679 be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Water	Fire Flow Improvements Study	$20,000	
Water	Water Service Connections	$200,000	
Water	Water System Rehabilitation Program	$82,000	
Water	Fleet Replacement Program	$43,679	
		$345,679	

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the balance of the articles.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

Louise L. Miller, Chairman, presented the annual report of the Finance Committee.

The purpose of this Article 2 presentation is to provide you with a roadmap and the fiscal plan underlying this year's Town Meeting Warrant.

Our Town has entered an unprecedented period of prosperity. With prosperity comes the desire to expand – expand services, expand buildings, just expand spending. Ironically, the greatest challenge is not in years when revenue is tight and expenditures must be carefully accounted. In those years, we know what we need to do. We prioritize and we question every request. Is this a want or is this a need? Rather the greatest challenge is in years of revenue growth. When anticipated revenue exceeds anticipated expenses, we tend to start working on wish lists. We tend to stop pushing back on proposed expenditures. What we need to do instead is plan.

As you can see, we have experienced exceptional revenue growth in the last few years. Most of our revenue growth is from new development, primarily at Needham Crossing. We anticipate that this revenue growth will continue into the near future. At some point, however, we should anticipate that the growth rate will moderate. Standing here today, we do not know when we will stop seeing the current level of revenue growth. But we do know that it will happen.

What do we need to plan for and how do we plan?

Understanding revenue is key to successful planning. The first distinction to understand is recurring vs. non-recurring revenue that is revenue that the Town can count on collecting every year vs. unpredictable, sporadic, or one-time revenue. Recurring revenue has been growing at a remarkable rate in excess of 5% almost every year since FY 2013. The one year it was a little lower, revenue growth was still 4 ¾ %.

Free Cash (which is revenue in excess of projections and unexpended operating budget appropriations) comprises most of the Town's non-recurring revenue. Free Cash is considered non-recurring because it can vary greatly from year to year and so we tend to only use a portion of it (which is recurring) for our operating expenses, leaving the remainder for financial warrant articles and cash capital, which, in any given year can be adjusted to the amount of Free Cash available.

Expenditures, like revenue can be categorized into recurring and non-recurring. The rule we use now for distinguishing expenses is as follows: Recurring expenditures are those that are ascertainable and are made annually. Non-recurring are one-time or variable expenses.

One goal of budgeting is to match the expenditure type with the appropriate revenue type. This is quite simple. We do not want to allocate non-recurring revenue to a recurring expense, or we will find ourselves unable to fund the expense in the following year. But, while Non-Recurring Revenue should only be used for Non-Recurring Expenses, Recurring Revenue can be used for Recurring Expenses or Non-Recurring Expenses.

Last year, the Finance Committee presented to you the facilities Master Plan. The Finance Committee also presented some capital costs associated with the projects. At the end of the presentation, it was clear that the Town could not afford to do all the projects on the list within the time frame in the plan. And, as we all know, projects change as they move forward and some increase in cost. A concern raised last year was the effect of the projects on our tax burden. Planning requires that we look forward and try to accommodate the needs of the Town without unduly burdening the tax payer. When the Town residents choose to fund a capital project with an override vote, that will not directly squeeze out other capital projects financed within the tax levy, but the financing costs will be tacked onto our tax bills, and will increase the burden on every property owner. Last year, we stated the need to prioritize and the need to look at costs carefully so that we are able to move forward in a fiscally prudent and operationally sound manner. We must continue to prioritize and look at costs carefully.

Planning also requires that we not only look at anticipated capital projects but anticipated operating expense increases. We, as a Town, tend to spend time on capital and not really look at operating costs except on an annual basis. However, we should always step back and consider how our actions affect operating needs in the long term.

From an operating perspective, there is a request for additional police personnel as a result of the development at Needham Crossing. There is a request for additional public health services, fire services, and some public works maintenance. The School Committee has been examining full-day kindergarten for a really long time. They have now proposed implementation as early as FY 18 – that would mean beginning in September 2017. The School Department continues to implement various technology programs in the middle school and high school. These programs result in significant equipment costs.

We also must be aware of operating costs associated with specific capital projects. The design for a new elementary school on Central Avenue is underway and the construction cost will be before Town Meeting next fall. We have current feasibility studies on going for the DPW and the Police Station and both Fire Stations. This year's Town Meeting Warrant includes a feasibility study for the Memorial Park building and a High School expansion as well as funding for the design of a new pool and office space at Rosemary Lake. If the projects are approved and once they are completed, they may incur additional operating costs for maintenance and repair, as well as the costs of offering additional services in those spaces. These operating costs will need to be added to the operating budget.

What can we do as a Town Meeting to plan for the capital and operating expenses that we know are coming? First, we can look carefully at each expense type and the funding. This year, you will see some significant changes to funding of the Town's roadway infrastructure program from debt funding to cash funding. Over the next two years, the infrastructure program should be fully funded by cash. For every $1 million in road infrastructure we authorize annually, we pay almost $1.2 million in debt service, a 20% premium. The debt service for the road infrastructure program is included in the 3% debt service within the levy. By shifting the infrastructure funding to cash, we will not only save the premium, but we will also free up approximately $1 million in debt service costs allowing for the financing of at least $12 million more capital facility borrowing.

Second, this year's warrant includes a number of proposed appropriations to reserve funds, including the use of recurring revenue to shore up reserves. [Do you want an additional slide on reserves?] This will allow the Town to set aside funds for needed capital projects which we know are coming and for which purpose the reserves were set up. This will also allow for the recurring revenue to be available in future years to meet the anticipated growth in operating expenses of the Town.

At the risk of sounding like a fortune cookie, I will close with a saying attributed to Confucius: "when prosperity comes, do not use all of it."

The Moderator declared Article 2 disposed of.

ARTICLE 3 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – FIRE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017.

Article 4 was previously withdrawn earlier this evening (May 2, 2016).

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided

for under the agreement for fiscal year 2017; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017.

Article 5 was previously withdrawn earlier this evening (May 2, 2016).

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian and Tradesman Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that an agreement has been reached between the Town and the Building Custodian and Tradesman Independent Association which is now before Town Meeting for approval. He recommended adoption on behalf of the Board of Selectmen.

Mr. Richard A. Zimbone, member, stated that the Finance Committee unanimously recommends adoption of this proposal.

In response to an inquiry from Mr. Kenneth Scott Muldoon, Mr. Matthews noted that there are 48 employees in this Association.

ACTION : The main motion was presented and carried by unanimous vote.

ARTICLE 7 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 8 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 9 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 10: APPROPRIATE FOR EMERGENCY PREPAREDNESS PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $70,000 for the purpose of funding an emergency preparedness program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $70,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: Municipal emergency management includes not only planning for the safety of residents, visitors, and businesses, but also the security of municipal assets including buildings and personnel. The request would provide funding to develop and revise emergency plans (which have not been updated to reflect the Town's growth in the last decade), to train staff members and inform the public about those plans, and to test the staff members' knowledge and capability to successful execute those plans by means of drills and exercises. All of these activities will be undertaken with the overall goal of ensuring that the Town of Needham will quickly and appropriately respond to protect the health and safety of the community during man-made emergencies, severe weather, and natural disasters. The project will be overseen by the Town's Director of Public Health and Fire Chief, and is anticipated to take up to two years to complete.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $70,000 for the purpose of funding an emergency preparedness program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $70,000 be transferred from Free Cash.

Ms. Marianne B. Cooley, Selectman, addressed this proposal on behalf of the Board of Selectmen. She explained that the emergency preparedness program is outdated and the time has come to update and revise the program. The Board of Selectmen unanimously recommends adoption.

Mr. Richard A. Zimbone, member, unanimously recommends adoption on behalf of the Finance Committee.

ACTION : The main motion was presented and was so voted unanimously.

ARTICLE 11: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $590,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $400,000 be transferred from Free Cash and $190,000 be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The Public Facilities Maintenance Program has been removed from the cash capital article given that the program supports maintenance activities, and many of the projects do not meet the definition of capital expenditure. The program includes annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require

otherwise, the FY2017 program will fund duct cleaning at the Hillside School, Public Services Administration Building, Library, and Eliot School, flooring replacement at the Broadmeadow and Pollard Schools, wood floor refinishing, renovation of two bathrooms, replacing seats in the auditorium and replacing lockers at the Pollard School, and xeriscaping at Needham High School.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $590,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $400,000 be transferred from Free Cash and $190,000 be transferred from Overlay Surplus.

Mr. John A. Bulian, Selectmen, stated that the Board of Selectmen unanimously recommends adoption of this proposal.

Mr. Kenneth J. Lavery, member, unanimously recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 12: APPROPRIATE THE FY2017 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $70,000, from Free Cash in the amount of $1,763,165, from the overlay surplus in the amount of $800,000, from amounts reserved for debt exclusion offsets in the amount of $93,445, and $456,313 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

MOVED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $70,000, from Free Cash in the amount of $1,763,165, from the overlay surplus in the amount of $800,000, from amounts reserved for debt exclusion offsets in the amount of $93,445, and $456,313 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

A motion to amend was offered by Ms. Louise L. Miller under Article 12 that the main motion under Article 12 be amended by deleting the following amounts and inserting in place thereof the following:

Line	Description	Changing From	Changing To
09	Reserve Fund	$1,584,124	$1,541,875
20	Minuteman Assessment	$ 720,437	$ 762,686

Ms. Louise L. Miller, Chairman, presented the FY2017 Operating budget on behalf of the Finance Committee.

The Finance Committee recommends that you adopt Article 12, the FY 17 operating budget with funding from the sources indicated in your Warrant, with the following amendment: that the Reserve Fund be reduced from $1,584,124 to $1,541,875 and that the Minuteman Assessment be increased from $720,437 to $762,686.

This budget is the culmination of many months of meetings, hearings, draft budgets, and discussions. The budget process begins .....

I will not turn to the specifics of the FY 17 Operating Budget.

Fiscal Year 17 General Fund Revenue sources which are as follows:

Source	Amount	Percent Change
Property Taxes	$125,030,651	4.81%
State Aid	$11,019,217	1.92%
Local Receipts	$9,446,818	12.32%
Other Available Funds	$1,215,445	-23.53%
Free Cash	$6,890,372	16.16%
General Fund Revenue	$153,602,503	5.18%

Please note that State Aid has not yet been voted by the State Legislature and so may change in the coming few weeks. We do not anticipate that the State Aid figure will be any lower than the budget number. Free Cash for funding of the annual Town Meeting Warrant articles was originally budgeted at $5,895,000. Free Cash was certified at $6,890,372, providing additional revenues, which the Finance Committee has recommended be appropriated to the Public Works Infrastructure Article, the Athletic Facility Improvement Fund and the Debt Service Stabilization Fund. The additional revenue from the Free Cash certification did not affect the Finance Committee's operating budget recommendation.

The total picture for the FY 17 General Fund Expenditures is as follows:

FY 17 General Fund Expenditure Summary

RTS Subsidy	$1,420,000
Transfer Drains to Sewer	$519,846
Cash Capital	$1,439,117
ATM Financial Warrant Articles	$688,222
Roads Infrastructure	$1,200,000
Recommended Operating Budget	$144,228,127
ATM Reserves	$1,607,091
STM Reserves	$640,362
STM Financial Warrant Articles	$55,000

I will now turn to the specifics of the FY 17 Operating Budget:

There is one major change to the Operating Budget this year. A new line was created in the budget for the non-enterprise fund utility expenses. The primary impetus for creating this line is the new solar plant, which went online just a few weeks ago. The Town entered into a power purchase agreement with Solar City for the purchase of the electricity output of the solar plant at the RTS. When we first looked at the proposal for a solar electricity plant back in the fall of 2013, we had thought that we would be entering into a net metering agreement. This means that the electricity production of the solar plant would appear as an offset against the Town's consumption on the Town's electrical bills. Instead, the Town is selling the electricity produced by Solar City to the grid – which in Needham is Eversource. The net result to the Town is the same. But rather than a reduction in electricity cost, the Town must purchase electricity for all the Town facilities from Eversource, as it has always, and the Town must also purchase the electricity output of the solar plant pursuant to the Power Purchase Agreement. The Town will then sell the electricity to Eversource and receive revenue from Eversource for the electricity produced by the solar plant. This means that the operating budget for electricity has gone up but we anticipate an offset in revenue to make up for the added cost. I have 2 slides to illustrate how the transaction works. In the first slide, the cost of energy increases for the Town by the projected amount of the cost of electricity that the Town is obligated to buy from Solar City under the Power Purchase Agreement. The second slide shows the difference between the cost paid to Solar City and the anticipated revenue from Eversource. The projection is based on the minimum guaranteed electricity output of the solar plant.

The remainder of the operating budget is very straightforward and I will quickly go through the lines of the budget and highlight items that should be noted. I will not repeat everything that is in the Finance Committee's letter at the front of your warrant.

I would like to thank the Town Manager, Finance Director, School Superintendent, School Finance Director, the department heads and managers as well as the various Boards and Committees, including the Finance Committee, for what really are creative and constructive solutions to our long-term fiscal stability and short and long term financial plans.

The Moderator proceeded to call out each line item in the budget.

Under Line Item 4, Louise Miller advised Town Meeting Member Phillip R. Murray that the line is offset under Line Item 22B.

Under Line Item 5, Steven M. Rosenstock noted that the number of years does not change, but the amount does increase.

Under Line Item 5, Mr. Aaron M. Pressman stated that the medium average nationwide is 7.62 %. Perhaps when times are good maybe we should reduce the amount.

Under Line Item 8, Louise L. Miller advised Joshua W. Levy that the increase over last year is due to the settlement of three contracts and non-union salary adjustments.

Under Line Item 9, the motion to amend under Line Item 9 was presented and carried by unanimous vote.

Under Line Item 20, the motion to amend under Line Item 20 was presented and carried by unanimous vote.

Under Line Item 21, Public School Budget, Susan B. Neckes, Chairman, presented the annual Education budget report.

On behalf of the School Committee, it is my privilege to share with you an update on our schools' budget, priorities and challenges. As you know, Needham schools serve our community extraordinarily well. We are incredibly fortunate to have our schools under the inspiring and compassionate leadership of our Superintendent, Dr. Dan Gutekanst, who is superbly assisted by our Central Office staff, principals and directors.

Our core values, Scholarship, Citizenship, Community and Personal Growth, continue to guide our work as reflected in our Goals, School Improvement Plans and in our budget. In addition to our students' academic success, they excel in music, fine arts, athletics and leadership. We are particularly proud that our high school athletic teams are consistently recognized in the state with sportsmanship awards and that our students at all levels are actively engaged in community service learning, empowering students to make a difference in areas of need that they are passionate about.

Although we certainly attend to our students' need to succeed on standardized tests, we are strongly committed to providing our students with cutting edge programs including interdisciplinary experiences, such as the Greater Boston Project for high school seniors, a course combining English, History and Math. And, we have integrated new STEAM (for science, technology, engineering, arts and math) opportunities throughout the district. Thanks to the generous support of our town in funding the extended learning day, our elementary students are engaged in STEAM studies in the earliest grades. Middle school students are now practicing engineering, and the high school is now home to the Da Vinci Workshop, a lab for hands-on learning and technological creativity that provides the space and the tools for students and teachers to work collaboratively to innovate and solve problems. We are fortunate to have generous business and community partners promoting these new and growing academic and extracurricular developments, including the Needham Education Foundation, PTC and Olin College. Our schools and our community are truly committed to insuring our students have the necessary skills to succeed now and in the future.

To continue these efforts to provide and advance the full range of educational needs expected for today's Needham students and families, we ask for your support of the public schools operating budget for fiscal year 2017 of $65 million. This represents a 6% increase, or $3.7 million, over the current year. Nearly all of this growth, except for $157k, provides for the same level of service going forward. The key components of that growth are contracted salary increases, growing special education costs and support for enrollment needs where necessary to insure we maintain class sizes and account for the loss of some grant funding.

The largest part of the $157k in program improvements or enhancements will enable the development of a new therapeutic program, called Pathways, at the high school to serve students with emotional needs whom, in the past, we have placed outside the Needham Public Schools. The creation of this program will help us avoid some costly out-of-district placements in the future and enable our students to receive the education they need within their community. We would like to recognize the Finance Committee and, in particular, the FinCom liaisons (Barry Coffman, John Connelly, and Rick Zimbone) who worked collaboratively with the School Committee, the Superintendent and his staff to support the $131k in funding for this initiative

beyond the budget request originally submitted by the School Committee.

Several factors continue to put pressure on the operating budget including staffing costs to address special education needs within the district, out-of-district placements and transportation costs. Enrollments, which are growing at the high school and in selected elementary schools, are not offset by slight decreases spread out across other parts of the district. In addition, transportation costs continue to be a challenge, so this year we are establishing a task force to examine the cost drivers and explore our options. The largest component of our budget and the most important resource for our schools is our dedicated and talented teaching staff. We are in the process of negotiating a new contract and are committed to offering fair and competitive salaries. We work hard to carefully balance the desire to attract the best teachers with the reality of managing the town's complex budget. In addition, with guidance from the town manager, we have included $340k in the Schools' operating budget for technology. These funds have been shifted from cash capital to the operating budget recognizing that the digital learning devices in our 1:1 programs do not meet the criteria for capital. Even as we continue to advance our technological resources, allowing students to personalize their learning and to research, collaborate, create and communicate in new ways, we are committed to insuring that technology is a useful tool but not the focus of learning in our schools. This year we will be expanding the 1:1 pilot at the high school in anticipation of implementation in fiscal year 2018.

We have several important capital requests before you as well, consisting of additional funds for technology to replace printers, whiteboards, servers, desktop computers and to upgrade wireless networks. We are excited that, thanks to the support of Town Meeting, construction to expand the high school cafeteria began during the April break, and this project will be completed in time for the start of school this September. But, space at the high school continues to be a significant challenge of great concern to us. A task force consisting of school, town and FinCom representatives, met this year, reviewed enrollment projections prepared by a professional demographer, and determined that with current enrollment of 1660 and projections for the next 10-15 years consistently spanning the range of 1700-1800 students, the building designed for 1450 is clearly in need of additional capacity. We are asking Town Meeting for $65k for a feasibility study to identify the best plan for achieving the necessary classroom, office and storage spaces.

As these requests indicate, technology and high school space continue to be among our priorities. Building a new Hillside school on Central Ave at the Owens Poultry Farm site is, of course, also a priority, and we appreciate Town Meeting's support in moving this project forward. Working with the Permanent Public Building Committee, we will submit the Schematic Design next month on schedule for MSBA approval and expect to ask the town for funding next fall at Special Town Meeting and through a debt-exclusion override in November. The current warrant includes a request from the Board Of Selectmen to purchase the property at 609 Central Ave adjacent to the site. The SC supports this acquisition to help address neighborhood and traffic concerns while adding parking, improved circulation and an enhanced playground design. While we are quite enthusiastic about this new school, we will continue to maintain the existing Hillside school to serve our current children and families until fall of 2020 and to provide swing space thereafter for several other projects for school and town departments.

So to recap, our priorities continue to be high school space, technology, the new Hillside school, managing special education and transportation costs, and, introducing Full Day Kindergarten. Our outgoing chair, Connie Barr, brought this to your attention a year ago. Since then a task force continued to study our options and recently recommended that the SC proceed with providing compulsory FDK for all students. This report is available on the table at the back of the hall. Needham remains one of the few districts in the state without FDK. Last year, 92% of all Massachusetts kindergarteners were in a full-day program, and Needham was 1 of merely 5 districts to offer only a half-day program. Research confirms that students who attend FDK demonstrate a boost in both academic and social emotional achievement and that these gains are even more pronounced for low-income and minority students. The School Committee will hold a public hearing on this topic on May 17th. We want to hear from the public prior to voting on this recommendation in June. In the coming months we will need to address our space limitations and identify creative solutions. We also need to determine the actual cost of FDK and the source of funding. We will continue to update Town Meeting and ask for your support of this key initiative once our plan and timeline are clear.
For more detailed information on the budget, please see the Needham Public Schools Budget Request - FY 2016/17 that you received last week in the mail. For more details on projects including the new Hillside and FDK, please see the Needham Public Schools website. For current information and breaking news, you can sign up for the superintendent's list serve or follow him on twitter.

We would like to thank the Superintendent and the Town Manager for their leadership. The SC wholeheartedly appreciates the excellent work of our directors, principals, teachers and staff. We are fortunate to work collaboratively with the BOS, FinCom and all town departments and committees.

Under Line Item 21, David J. Ecsedy expressed concern with the large increase in the district. Chairman Susan B. Neckes indicated that was due, in part to out of district placements.

In response to an inquiry from Kenneth Scott Muldoon, Ms. Neckes noted that School Committee would like to see the student/teacher ratio improve.

Under Line Item 23A, Mr. Borrelli advised Ford H. Peckham that he is not aware of any regulation or law that allows the Town to remove damaged trees on private property

Jeanne S. McKnight, Chairman, Planning Board explained that the new regulations on storm water facilities in not included in this budget. The Planning Board will review the new Federal regulations when they become effective in September, 2016.

In response to an inquiry under Line Item 23D from Paul S. Alpert, Louise Miller explained that the snow and ice line item is allowed to over extend because funds from the reserve fund is allowed to be added to this line.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $70,000, from Free Cash in the amount of $1,763,165, from the overlay surplus in the amount of

$800,000, from amounts reserved for debt exclusion offsets in the amount of $93,445, and $456,313 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

Townwide Expenses

1. Casualty, Liability, Property & Self Insurance Program	$582,400
2. Debt Service	$11,161,839
3. Group Health Insurance, Employee Benefits Assessments & Administrative Costs	$13,197,691
4. Needham Electric, Light & Gas Program	$3,414,290
5. Retiree Insurance & Insurance Liability Fund (OPEB)	$5,568,923
6. Retirement Assessments	$6,724,500
7. Workers Compensation	$634,090
8. Classification Performance & Settlements	$600,000
9. Reserve Fund	$1,541,875
Townwide Expense Total	**$43,425,608**

Board of Selectmen & Town Manager

10A Salary & Wages	$755,962
10B Expenses	117,342
Total	**$873,304**

Town Clerk & Board of Registrars

11A Salary & Wages	$345,579
11B Expenses	$52,750
Total	**$398,329**

Town Counsel

12A Salary & Wages	$75,422
12B Expenses	$254,000
Total	**$329,442**

Personnel Board

13A Salary & Wages	$0
13B Expenses	$15,000
Total	**$15,000**

Finance Department

14A Salary & Wages	$1,747,977
14B Expenses	$824,755
14C Capital	$68,475
Total	**$2,641,207**

Finance Committee

15A Salary & Wages	$35,733
15B Expenses	$1,250
Total	**$36,983**

Planning and Community Development

16A Salary & Wages	$486,742
16B Expenses	$28,608
Total	**$515,350**
General Government and Land Use Total	**$4,809,615**

Police Department

17A Salary & Wages	$5,967,300
17B Expenses	$306,635
17C Capital	$228,902
Total	**$6,502,837**

Fire Department

18A Salary & Wages	$6,942,435
18B Expenses	$322,236
18C Capital	$23,835
Total	**$7,288,506**

Building Department

19A Salary & Wages	$651,327
19B Expenses	$51,040
Total	**$702,367**
Public Safety Total	**$14,493,710**

Minuteman Assessment

20 Assessment	$762,686
TOTAL	**$762,686**

Needham Public Schools

21 Needham Public School Budget	$65,189,914
TOTAL	**$65,189,914**
Education Total	**$65,952,600**

Department of Public Facilities

22A Salary & Wages	$3,619,482
22B Expenses	$2,561,877
22C Capital	$0
Total	**$6,181,359**

Department of Public Works

23A Salary & Wages	$3,589,558
23B Expenses	$1,542,389
23C Capital	$38,800
23D Snow & Ice	$408,039
Total	**$5,578,786**

Municipal Parking Program

24 Program Budget	$99,864
Total	**$99,864**

Municipal Lighting Program

N/A Program Budget	$0
Total	$0
Public Facilities and Public Works Total	**$11,860,009**

Health and Human Services Department

25A Salary & Wages	$1,235,205
25B Expenses	$256,060
Total	**$1,491,265**

Commission on Disabilities

26A Salary & Wages	1,500
26B Expenses	550
Total	**$2,050**

Historical Commission

27A Salary & Wages	$0
27B Expenses	1,050
Total	**$1,050**

Needham Public Library

28A Salary & Wages	$1,262,855
28B Expenses	$329,018
Total	**$1,591,873**

Park & Recreation Department

29A Salary & Wages	$495,097
29B Expenses	$104,500
Total	**$599,597**

Memorial Park

30A Salary & Wages	$0
30B Expenses	$750
Total	**$750**

TOTAL: COMMUNITY SERVICES	**$3,686,585**
DEPARTMENT BUDGET TOTAL	**$100,802,519**
TOTAL OPERATING BUDGET	**$144,228,127**

ARTICLE 13 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 14 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 15 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 16: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2016:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY2017 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	**$4,100**
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	**$60,000**
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	**$10,000**
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	**$3,000**
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	**$25,000**
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	**$75,000**
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	**$25,000**
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	**$819,000**
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	**$250,000**

or take any other action relative thereto.

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

MOVED: That the Town To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2016:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY2017 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	**$4,100**
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	**$60,000**
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	**$10,000**
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	**$3,000**
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	**$25,000**
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	**$75,000**
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	**$25,000**
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	**$819,000**
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	**$250,000**

Mr. Matthew D. Borrelli, Chairman, advised that these revolving funds come before Town Meeting annually and support many worthwhile programs. The Board of Selectmen unanimously recommends adoption of this Article.

Mr. Richard J. Lunetta, member, explained that these are voluntary funds and must be authorized annually and the amounts are the same as last year. The Finance Committee unanimously recommends adoption.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 17 was adopted by unanimous consent earlier this evening (May 2, 2016).

ARTICLE 18: AMEND ZONING BY-LAW – MIXED-USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

(a) In Section 2.1, Classes of Districts, by adding a new Overlay District designation category as follows:

"MUOD - Mixed-Use Overlay District"

(b) In Section 3, Use Regulations, by inserting a new Subsection 3.14, Mixed-Use Overlay District, to read as follows:

"3.14 Mixed-Use Overlay District

3.14.1 Purpose of District

The purposes of the Mixed-Use Overlay District (hereinafter referred to as the "MUOD") include but are not limited to:

(a) Promoting a range and balance of land uses;
(b) Facilitating integrated physical design and encouraging interaction among activities;
(c) Permitting mixed use (commercial and residential) on individual development sites that are currently zoned within Mixed Use-128 and the northern Highland Commercial-128, i.e. the northern portion of Highland Commercial-128 abutting the Mixed Use-128 zoning district (hereinafter "the abutting Highland Commercial-128");
(d) Permitting mixed use (commercial and residential) within the area currently zoned Mixed Use-128 and the abutting Highland Commercial-128;
(e) Establishing controls which will facilitate responsible development while protecting the public interest by limiting the aggregate amount of development;
(f) Permitting flexible development on individual lots;
(g) Promoting site features and layouts conducive to a variety of uses;
(h) Promoting a pedestrian-friendly living and working environment; and
(i) Providing housing in Needham.

3.14.2 Scope of Authority

The MUOD is an overlay district superimposed on the Mixed Use-128 and the abutting Highland Commercial-128 District. All uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section. Where the MUOD authorizes uses not otherwise allowed in the underlying district, specifically multifamily residential, the provisions of the MUOD shall control. The Planning Board shall be the Special Permit Granting Authority ("SPGA") for every MSP (as defined below) and any other Special Permit required for development for a MUOD Project whether permitted by Special Permit in the underlying zoning district or in the MUOD. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable in the MUOD, except as set forth herein.

If the proponent elects to proceed under the zoning provisions of the underlying district, the Zoning By-Laws applicable in the underlying district shall control and the provisions of the Mixed-Use Overlay District shall not apply.

3.14.3 Definitions

Concept Plan: An optional submittal for a Master Special Permit which provides a preliminary site plan for MUOD Projects detailing the proposed character, uses, site layout, impacts and amenities. The requirements of the Concept Plan are set forth in the following sections.

Master Special Permit ("MSP"): The Special Permit that an applicant must obtain prior to or in conjunction with obtaining any Site Plan Review approvals for a MUOD Project as provided in the Section 7.4 Site Plan Review.

MUOD Project: Residential uses alone or in combination with retail, commercial, office, municipal, and/or service establishments, as may be approved by the Planning Board for the MUOD by issuance of the MSP.

MUOD: The Mixed-Use Overlay District ("MUOD") comprising the land presently part of the Mixed Use-128 District and the abutting Highland Commercial-128 District.

Site Plan Review: The Site Plan Review as provided in Section 7.4 that an applicant must obtain as part of approval for any MUOD Project.

3.14.4 Approval Process

3.14.4.1 Overview

Prior to applying for a building permit for a MUOD Project, the following review sequence is recommended.

(a) Concept Plan at the discretion of applicant.
(b) Master Special Permit application and Site Plan Review application.

3.14.4.2 Concept Plan

Prior to the application for approval of any MUOD Project, a Concept Plan may be filed with the Planning Board for review at a scheduled public meeting or meetings. The Concept Plan shall generally define the proposed MUOD Project's character, uses, site layout, impacts and amenities. The Planning Board shall provide written commentary regarding whether the Concept Plan is in compliance with the provisions of this MUOD. A Concept Plan submission, if chosen to be made by an applicant, at a minimum shall include:

(a) A preliminary survey plan signed by a registered surveyor;
(b) A preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, general site grading with finish floor elevations, parking locations and total spaces allocated, landscaping concepts, roads, walkways, egress and access roads, open space and wetlands;
(c) A preliminary utilities plan showing the proposed location of all germane utilities such as water supply, sewer service, storm water, gas, electric and other germane and or similar utilities;
(d) A preliminary subdivision plan, if applicable;
(e) Proposed buildings as to location, use classification, general architectural design, and size; and
(f) A zoning chart detailing uses and dimensional requirements (existing, required and proposed) including the need for special permits and/or waivers.

After review of the Concept Plan, the Planning Board shall provide written comments to the applicant regarding the

consistency of the Concept Plan with the objectives and criteria of the MUOD. The Planning Board may, in its written comments, provide suggestions regarding any and all aspects of the Concept Plan. The Planning Board shall advise the applicant of the Planning Board's comments within sixty (60) days following submittal of the Concept Plan, unless such time is extended by written agreement of the Planning Board and the applicant. The comments of the Planning Board on the submitted Concept Plan shall be advisory in nature and shall be without binding effect on either the Planning Board or the applicant. Said comments shall not be subject to appeal.

3.14.4.3 Master Special Permit (MSP)

Every MUOD Project must obtain a MSP issued by the SPGA. The purpose of the MSP is to specify the design, architectural character, site layout and improvements, traffic improvements, traffic impacts and their mitigation, adequate egress and access from and to the site, environmental impacts and their mitigation, specific locations and uses for buildings, public amenities, future division of the property, and other information required for the public and boards of the Town.

No MSP shall be granted unless the proposed project is in compliance with the performance standards set forth in Section 3.14.9.

A MSP shall govern all future development of a particular MUOD Project. All construction and associated improvements in a MUOD Project must be in compliance with the MSP.

The applicant must supply the Planning Board with sufficient copies of the application for a MSP, along with all supporting documents and plans, as are necessary to provide to other local boards, agencies, and officials for review and comment.

Any proposed structure or improvement to the site must be in compliance with the MSP. Anyone seeking in the future to construct any structure, or make any improvement not approved by the MSP, or change to a different use from that approved by MSP, must apply to the Planning Board for approval of such changes in such manner as the Planning Board determines applicable. Such change or modification must meet all the performance standards then in effect.

3.14.4.4 Special Permit and Site Plan Review within the MUOD.

Within the MUOD, the uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section.

In addition to the uses allowed by right or by special permit in the underlying zoning districts, the following residential uses are allowed by MSP in the MUOD: multifamily dwellings (defined herein as four or more dwelling units) and multifamily dwellings above commercial uses. Single, two-family, or three family dwellings are not allowed.

MSP and other special permits must be obtained prior to or in conjunction with the Site Plan Review application for a MUOD Project. In subsequent applications seeking modifications of a MSP to construct any structure or make any improvement to a MUOD Project not approved by the MSP, or change to a different MUOD Project use from that approved by the MSP, those modifications must be obtained prior to or in conjunction with the application to modify the Site Plan Review decision.

The purpose of the Site Plan Review shall be to ensure that any proposed building and site improvements are in compliance with the MSP, the uses approved therein, efficient site flow and improvements, requisite traffic improvements and mitigation of project impacts, adequate egress and access from and to the project, mitigation of environmental impacts, and designation of specific locations and uses for buildings, structures and public amenities. Site Plan Review shall include the following components for review and approval: building design and elevations, directional signage, landscaping, lighting, parking, and compliance with the MSP. The application shall also be reviewed for compliance with performance standards set forth in Section 3.14.9 and with the specific conditions of the proposed MUOD MSP.

The Planning Board shall hold its hearing on a MSP, other special permits, and Site Plan Review application only after receipt of complete applications.

After approval of the Site Plan Review application, special permits (if applicable), and MUOD MSP, no structure previously approved may be changed to a different use or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable to the particular change.

3.14.5 Special Permit Decision Criteria

Any special permits required for uses and/or dimensional requirements in the underlying zoning districts shall be subject to the criteria set forth in other sections of this Zoning By-Law in regards to the granting of special permits.

When the application is for a MSP, the Planning Board shall consider, in addition to the criteria set forth in other sections of the Zoning By-Law with regard to the granting of special permits, whether the MUOD Project complies with the use regulations, dimensional requirements and performance standards set forth herein. The MSP shall be granted in the MUOD by the Planning Board only upon the Board's written determination that the adverse effects, if any, of the proposed MUOD Project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site.

3.14.6 Special Permit Conditions

Where the Planning Board grants any special permit and/or MSP, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including but not limited to the following:

(a) A phasing schedule for construction of each component part of the project which ensures integration of residential, nonresidential and municipal uses;
(b) A demolition and construction schedule, including a construction traffic management plan;
(c) Hours of operation, site maintenance, delivery and waste removal times and lighting schedule;
(d) Recording of approved special permits, MSP, and Site Plan Review decision in the Norfolk Registry of Deeds, and if registered land, in the Norfolk Registry District of the Land Court prior to the issuance of any building permits.
(e) All development shall be in compliance with plans approved in the MSP, other special permits and Site Plan

Review decision and with all applicable federal, state, and local laws, rules and regulations and By-Laws.

(f) If circumstances so warrant, with respect to a MSP, continued monitoring of off-site impacts to traffic and the environment in appropriate locations with regard to MUOD development; and

(g) The Planning Board or its designated representative shall have the right to make inspections during the construction process at the applicant's expense.

3.14.7 Time Limit

Until such time as the MSP and Site Plan Review decision are issued for a MUOD Project, and the appeal period following the Planning Board's decisions has expired with no appeal having been filed, or any filed appeal has been finally determined by a court of competent jurisdiction, the provisions of the underlying zoning shall solely govern the use and development of the property comprising the MUOD. At the time the MSP and Site Plan Review decisions are final, provided that the requirements of the first paragraph of G.L. ch.40A, Section 6 are met, the zoning of the MUOD shall apply. If an applicant has not made effective use of an issued MSP within two years of its issuance, then the MSP shall expire; provided, however, that the Planning Board may, upon application filed prior to such expiration, extend the MSP for one additional time period of up to three years. Nothing in this section is intended nor shall it be construed to affect the protections afforded special permits under G.L. ch.40A, Section 6.

3.14.8 Dimensional Requirements

The dimensional requirements of any MUOD Project shall be governed by the dimensional requirements of the underlying zoning district(s) except as follows:

(a) Height Limit: 70 feet and up to 84 feet by special permit, except within 350 feet of a river, in which event the building shall be limited in height to 54 feet.

(b) Maximum Lot Coverage: 65%.

(c) Minimum set back requirements from all lot boundaries shall be consistent with the setback requirements of the underlying district.

(d) Maximum FAR: 3.0 (not to include parking garages or below grade parking).

(e) As to residential units, parking shall be provided at 1.5 parking spaces per unit, except affordable units may be allowed to provide only 1 parking space per unit. Commercial development shall meet off-street parking requirements of the underlying district.

(f) The Minimum Lot size for development for a MUOD Project shall be two (2) acres.

(g) Consistent with Section 4.9.3 of the Needham Zoning By-Law, the Planning Board by special permit may waive any applicable dimensional regulation, including the regulations noted above, by 25%. However, this ability to grant waivers shall not include the limits on height and/or lot size. The ability to grant waivers from the parking requirements for residential units shall be governed by the special permit provisions of Section 5.1.1.5 of the Needham Zoning By-Law.

3.14.9 Performance Standards

The development of a MUOD Project in the MUOD shall comply with the following performance standards in lieu of those set forth elsewhere in the Zoning By-Law:

3.14.9.1 Residential Development

(a) Residential Development Cap: In the MUOD district no more than 250 dwelling units shall be permitted.

(b) At least 40% but not more than 70% of all dwelling units within any MUOD Project shall be one-bedroom units.

(c) At least 12.5% of all dwelling units shall be Affordable Units as defined below.

3.14.9.2 Landscaping

The applicant shall prepare a landscaping plan showing that the MUOD Project will meet the landscaping requirements of the Needham Zoning By-Law and the following standards: promote the establishment, protection, and enhancement of the natural landscape; ensure appropriate use of plant material in new construction; preserve natural tree cover; and promote the inclusion of new tree planting in order to reduce visual blights, noise and glare, prevent soil erosion, reduce stormwater runoff, increase ground water discharge, create shade and reduce solar overheating.

3.14.9.3 Massing

Any buildings proposed for a MUOD Project shall provide visual relief along the façade of each building.

Building design throughout a MUOD Project shall include designs which promote visual relief by varying roof lines, height and other aesthetic features.

3.14.9.4 Screening and Buffer Requirements

A MUOD Project shall provide an appropriate visual barrier, as determined by the Planning Board, between physical features of the MUOD Project and public streets and abutting properties. For example, dumpsters, trash handling areas, mechanical equipment at ground level or roof top, service entrances, utility facilities for building operation, loading docks or spaces and similar components shall be subject to visual barrier as determined by the Planning Board.

3.14.9.5 Stormwater Management

The stormwater management system serving any MUOD Project shall comply with all applicable federal, state and local laws, rules, regulations and By-Laws.

3.14.9.6 Roadways

In order to assure there is adequate access and egress for emergency vehicles and normal traffic expected in the MUOD Project, and safe pedestrian access, the roadways serving the MUOD Project shall comply with the Zoning By-Law. An applicant must demonstrate that the adequacy of the roadways providing access and egress to and from the MUOD Project and within the site itself ensures safe vehicular and pedestrian traffic.

3.14.9.7 Parking and Loading Standards

An application for a MUOD MSP shall include a parking plan setting forth the number of parking spaces and loading areas, the location and design of same, including lighting and landscaping. If required by the Planning Board, the application shall also include a parking and loading study which support such plan. The required off street parking spaces may be accommodated by

mploying at-grade parking areas, parking garages or below grade ›arking areas. Further, podium parking, a form of below grade ›arking, shall be allowed if the parking structure is not more than ‡ feet above finished grade and designed and/or landscaped in a nanner that the Planning Board deems sufficient to properly ›uffer the podium parking structure from view.

3.14.9.8 Affordable Units

The following standards shall apply in the MUOD. All MUOD Projects shall include Affordable Units; further at least 12.5% of he dwelling units shall be Affordable Units. The term "Affordable Unit" shall mean a dwelling unit reserved in perpetuity for rental or ownership by a household earning less than 80% of area median family income, and priced to conform with the standards of the Massachusetts Department of Housing and Community Development ("DHCD") for rental or ownership units set forth in 760 CMR56, as amended from time to time, in order that such Affordable Unit shall be included in the DHCD Subsidized Housing Inventory. Affordable Units shall be subject to the following conditions:

(a) The Affordable Unit shall be affordable inperpetuity.
(b) Each Affordable Unit must be constructed and an occupancy permit obtained at the rate of at least one Affordable Unit for every seven market rate units.
(c) In computing the number of required Affordable Units, any fraction of a unit must be rounded up, and the result shall be the number of Affordable Units to be required.
(d) All required Affordable Units must be built within the MUOD Project and not off-site.

3.14.10 Peer Review

The Planning Board, at the expense of the applicant and pursuant to M.G.L. Chapter 44, Section 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, architects, landscape architects, wetlands scientists, lighting technicians, and experts on impacts, to review all Concept Plans, special permit applications, MSP, and Site Plan Review applications.

3.14.11 Rules and Regulations

The Planning Board may adopt rules and regulations for the implementation of this Section.

(c) In Section 7.6 Planning Board Subsection 7.6.1 Special Permit Granting Authority, by inserting the words "3.14" between the words "3.10" and "4.2.4".

Article Information: As part of its ongoing mission to evaluate Town-wide economic conditions and to make recommendations to promote and encourage new and existing businesses, the Council of Economic Advisors ("the CEA") has been studying the implementation of a residential overlay in the Mixed-Use-128 and adjacent Highland Commercial-128 zoning districts in Needham Crossing, which overlay was first recommended in the Goody Clancy Zoning and Land Use Planning Study in 2001. To assure that any residential overlay proposal would, firstly, have in and of itself a positive fiscal impact and, secondly, have a positive economic impact on surrounding target areas, the CEA secured funding from the Massachusetts Housing Partnership and engaged the services of John Connery of Connery Associates to draft the required zoning article and to provide a formal fiscal analysis of its impact. After months of study, meetings with businesses, owners and residents in the area, and analysis, the recommended zoning approach was forwarded to the Board of Selectmen. Public hearings on the zoning proposal were held by the Planning Board in March, 2016. This article represents the zoning approach as recommended by the Planning Board for adoption of Town Meeting.

The zoning amendment establishes the purposes to be served by the Mixed-Use Overlay District including: permitting a mix of residential and commercial uses on the same site or within the District, establishing controls which will facilitate responsible development while protecting the Town's fiscal and other interests, permitting flexible development on individual lots, and providing additional housing. The amendment sets out the procedure for seeking a Master Special Permit from the Planning Board in the Overlay and establishes specific special permit and site plan review requirements.

Based on fiscal projections, the amendment would allow for the establishment of a Mixed-Use Overlay District in which up to 250 units of residential units in the Overlay would be permitted. The number and makeup of the units was determined to provide a long-term sustainable positive tax base. Units in any project would be at least forty percent, but not more than seventy percent, one-bedroom. Twelve and one-half (12.5) percent of such housing would be affordable so that the Town would maintain the percentage required of its housing stock as affordable under the requirements of MGL Chapter 40B. Because the type of development most likely to provide a positive overall economic impact are larger residential facilities (on a somewhat smaller scale than Charles River Landing), the zoning provides for a two-acre minimum lot size. Unlike Downtown residential development, the zoning plan does not recommend isolated smaller residential projects over commercial establishments. Single family, two-family and three-family developments are not allowed. The amendment also sets out the off-street parking requirement for the residential units—1.5 parking spaces per unit (except for affordable units which is 1 parking space per unit). Any commercial development within the project must meet the underlying zoning districts' parking requirements.

Most of the dimensional requirements of the underlying zoning districts are incorporated into the Overlay. The amendment permits the allowable Floor Area Ratio to be increased to 3.0 (not including parking garages or structures) in order to incent the residential development. Like the underlying zoning, the amendment permits the Planning Board to waive dimensional requirements (except height and/or lot size restrictions) up to 25% by special permit. The amendment also provides guidelines for landscaping, massing of buildings or structures, screening and buffer requirements, roadways for access and egress, parking and loading and stormwater management. The Planning Board is also expressly authorized to engage a peer review consultant at the applicant's expense.

Because the Planning Board, CEA and study consultant have concluded future development of the Mixed Use-128 and abutting Highland Commercial-128 zoning districts depends on Needham's ability to be responsive to the requirements of future development, they are recommending adoption of the Overlay. Providing sufficient multi-family housing is necessary for the continuing development of the Town's economic engine in Needham Crossing.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

(a) In Section 2.1, Classes of Districts, by adding a new Overlay District designation category as follows:

"MUOD - Mixed-Use Overlay District"

(b) In Section 3, Use Regulations, by inserting a new Subsection 3.14, Mixed-Use Overlay District, to read as follows:

"3.14 Mixed-Use Overlay District

3.14.1 Purpose of District

The purposes of the Mixed-Use Overlay District (hereinafter referred to as the "MUOD") include but are not limited to:

(a) Promoting a range and balance of land uses;
(b) Facilitating integrated physical design and encouraging interaction among activities;
(c) Permitting mixed use (commercial and residential) on individual development sites that are currently zoned within Mixed Use-128 and the northern Highland Commercial-128, i.e. the northern portion of Highland Commercial-128 abutting the Mixed Use-128 zoning district (hereinafter "the abutting Highland Commercial-128");
(d) Permitting mixed use (commercial and residential) within the area currently zoned Mixed Use-128 and the abutting Highland Commercial-128;
(e) Establishing controls which will facilitate responsible development while protecting the public interest by limiting the aggregate amount of development;
(f) Permitting flexible development on individual lots;
(g) Promoting site features and layouts conducive to a variety of uses;
(h) Promoting a pedestrian-friendly living and working environment; and
(i) Providing housing in Needham.

3.14.2 Scope of Authority

The MUOD is an overlay district superimposed on the Mixed Use-128 and the abutting Highland Commercial-128 District. All uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section. Where the MUOD authorizes uses not otherwise allowed in the underlying district, specifically multifamily residential, the provisions of the MUOD shall control. The Planning Board shall be the Special Permit Granting Authority ("SPGA") for every MSP (as defined below) and any other Special Permit required for development for a MUOD Project whether permitted by Special Permit in the underlying zoning district or in the MUOD. Nothing herein shall be construed to supersede the provisions of other overlay districts applicable in the MUOD, except as set forth herein.

If the proponent elects to proceed under the zoning provisions of the underlying district, the Zoning By-Laws applicable in the underlying district shall control and the provisions of the Mixed-Use Overlay District shall not apply.

3.14.3 Definitions

Concept Plan: An optional submittal for a Master Special Permit which provides a preliminary site plan for MUOD Projects detailing the proposed character, uses, site layout, impacts and amenities. The requirements of the Concept Plan are set forth in the following sections.

Master Special Permit ("MSP"): The Special Permit that an applicant must obtain prior to or in conjunction with obtaining any Site Plan Review approvals for a MUOD Project as provided in the Section 7.4 Site Plan Review.

MUOD Project: Residential uses alone or in combination with retail, commercial, office, municipal, and/or service establishments, as may be approved by the Planning Board for the MUOD by issuance of the MSP.

MUOD: The Mixed-Use Overlay District ("MUOD") comprising the land presently part of the Mixed Use-128 District and the abutting Highland Commercial-128 District.

Site Plan Review: The Site Plan Review as provided in Section 7.4 that an applicant must obtain as part of approval for any MUOD Project.

3.14.5 Approval Process

3.14.4.1 Overview

Prior to applying for a building permit for a MUOD Project, the following review sequence is recommended.

(a) Concept Plan at the discretion of applicant.
(b) Master Special Permit application and Site Plan Review application.

3.14.4.2 Concept Plan

Prior to the application for approval of any MUOD Project, a Concept Plan may be filed with the Planning Board for review at a scheduled public meeting or meetings. The Concept Plan shall generally define the proposed MUOD Project's character, uses, site layout, impacts and amenities. The Planning Board shall provide written commentary regarding whether the Concept Plan is in compliance with the provisions of this MUOD. A Concept Plan submission, if chosen to be made by an applicant, at a minimum shall include:

(a) A preliminary survey plan signed by a registered surveyor;
(b) A preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, general site grading with finish floor elevations, parking locations and total spaces allocated, landscaping concepts, roads, walkways, egress and access roads, open space and wetlands;
(c) A preliminary utilities plan showing the proposed location of all germane utilities such as water supply, sewer service, storm water, gas, electric and other germane and or similar utilities;
(d) A preliminary subdivision plan, if applicable;
(e) Proposed buildings as to location, use classification, general architectural design, and size; and
(f) A zoning chart detailing uses and dimensional requirements (existing, required and proposed) including the need for special permits and/or waivers.

After review of the Concept Plan, the Planning Board shall provide written comments to the applicant regarding the

consistency of the Concept Plan with the objectives and criteria of the MUOD. The Planning Board may, in its written comments, provide suggestions regarding any and all aspects of the Concept Plan. The Planning Board shall advise the applicant of the Planning Board's comments within sixty (60) days following submittal of the Concept Plan, unless such time is extended by written agreement of the Planning Board and the applicant. The comments of the Planning Board on the submitted Concept Plan shall be advisory in nature and shall be without binding effect on either the Planning Board or the applicant. Said comments shall not be subject to appeal.

3.14.4.3 Master Special Permit (MSP)

Every MUOD Project must obtain a MSP issued by the SPGA. The purpose of the MSP is to specify the design, architectural character, site layout and improvements, traffic improvements, traffic impacts and their mitigation, adequate egress and access from and to the site, environmental impacts and their mitigation, specific locations and uses for buildings, public amenities, future division of the property, and other information required for the public and boards of the Town.

No MSP shall be granted unless the proposed project is in compliance with the performance standards set forth in Section 3.14.9.

A MSP shall govern all future development of a particular MUOD Project. All construction and associated improvements in a MUOD Project must be in compliance with the MSP.

The applicant must supply the Planning Board with sufficient copies of the application for a MSP, along with all supporting documents and plans, as are necessary to provide to other local boards, agencies, and officials for review and comment.

Any proposed structure or improvement to the site must be in compliance with the MSP. Anyone seeking in the future to construct any structure, or make any improvement not approved by the MSP, or change to a different use from that approved by MSP, must apply to the Planning Board for approval of such changes in such manner as the Planning Board determines applicable. Such change or modification must meet all the performance standards then in effect.

3.14.4.4 Special Permit and Site Plan Review within the MUOD.

Within the MUOD, the uses permitted by right or by Special Permit in the pertinent underlying zoning district shall be similarly permitted in the MUOD, subject to further provisions of this Section.

In addition to the uses allowed by right or by special permit in the underlying zoning districts, the following residential uses are allowed by MSP in the MUOD: multifamily dwellings (defined herein as four or more dwelling units) and multifamily dwellings above commercial uses. Single, two-family, or three family dwellings are not allowed.

MSP and other special permits must be obtained prior to or in conjunction with the Site Plan Review application for a MUOD Project. In subsequent applications seeking modifications of a MSP to construct any structure or make any improvement to a MUOD Project not approved by the MSP, or change to a different MUOD Project use from that approved by the MSP, those modifications must be obtained prior to or in conjunction with the application to modify the Site Plan Review decision.

The purpose of the Site Plan Review shall be to ensure that any proposed building and site improvements are in compliance with the MSP, the uses approved therein, efficient site flow and improvements, requisite traffic improvements and mitigation of project impacts, adequate egress and access from and to the project, mitigation of environmental impacts, and designation of specific locations and uses for buildings, structures and public amenities. Site Plan Review shall include the following components for review and approval: building design and elevations, directional signage, landscaping, lighting, parking, and compliance with the MSP. The application shall also be reviewed for compliance with performance standards set forth in Section 3.14.9 and with the specific conditions of the proposed MUOD MSP.

The Planning Board shall hold its hearing on a MSP, other special permits, and Site Plan Review application only after receipt of complete applications.

After approval of the Site Plan Review application, special permits (if applicable), and MUOD MSP, no structure previously approved may be changed to a different use or changed structurally, and no exterior features may be changed, unless the Planning Board or its designee approves such changes in such manner as the Planning Board determines applicable to the particular change.

3.14.5 Special Permit Decision Criteria

Any special permits required for uses and/or dimensional requirements in the underlying zoning districts shall be subject to the criteria set forth in other sections of this Zoning By-Law in regards to the granting of special permits.

When the application is for a MSP, the Planning Board shall consider, in addition to the criteria set forth in other sections of the Zoning By-Law with regard to the granting of special permits, whether the MUOD Project complies with the use regulations, dimensional requirements and performance standards set forth herein. The MSP shall be granted in the MUOD by the Planning Board only upon the Board's written determination that the adverse effects, if any, of the proposed MUOD Project will not outweigh its beneficial impacts to the Town or the neighborhood, in view of the particular characteristics of the site.

3.14.6 Special Permit Conditions

Where the Planning Board grants any special permit and/or MSP, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including but not limited to the following:

(a) A phasing schedule for construction of each component part of the project which ensures integration of residential, nonresidential and municipal uses;
(b) A demolition and construction schedule, including a construction traffic management plan;
(c) Hours of operation, site maintenance, delivery and waste removal times and lighting schedule;
(d) Recording of approved special permits, MSP, and Site Plan Review decision in the Norfolk Registry of Deeds, and if registered land, in the Norfolk Registry District of the Land Court prior to the issuance of any building permits.
(e) All development shall be in compliance with plans approved in the MSP, other special permits and Site

Plan Review decision and with all applicable federal, state, and local laws, rules and regulations and By-Laws.

(f) If circumstances so warrant, with respect to a MSP, continued monitoring of off-site impacts to traffic and the environment in appropriate locations with regard to MUOD development; and

(g) The Planning Board or its designated representative shall have the right to make inspections during the construction process at the applicant's expense.

3.14.7 Time Limit

Until such time as the MSP and Site Plan Review decision are issued for a MUOD Project, and the appeal period following the Planning Board's decisions has expired with no appeal having been filed, or any filed appeal has been finally determined by a court of competent jurisdiction, the provisions of the underlying zoning shall solely govern the use and development of the property comprising the MUOD. At the time the MSP and Site Plan Review decisions are final, provided that the requirements of the first paragraph of G.L. ch.40A, Section 6 are met, the zoning of the MUOD shall apply. If an applicant has not made effective use of an issued MSP within two years of its issuance, then the MSP shall expire; provided, however, that the Planning Board may, upon application filed prior to such expiration, extend the MSP for one additional time period of up to three years. Nothing in this section is intended nor shall it be construed to affect the protections afforded special permits under G.L. ch.40A, Section 6.

3.14.9 Dimensional Requirements

The dimensional requirements of any MUOD Project shall be governed by the dimensional requirements of the underlying zoning district(s) except as follows:

(a) Height Limit: 70 feet and up to 84 feet by special permit, except within 350 feet of a river, in which event the building shall be limited in height to 54 feet.

(b) Maximum Lot Coverage: 65%.

(c) Minimum set back requirements from all lot boundaries shall be consistent with the setback requirements of the underlying district.

(d) Maximum FAR: 3.0 (not to include parking garages or below grade parking).

(e) As to residential units, parking shall be provided at 1.5 parking spaces per unit, except affordable units may be allowed to provide only 1 parking space per unit. Commercial development shall meet off-street parking requirements of the underlying district.

(f) The Minimum Lot size for development for a MUOD Project shall be two (2) acres.

(g) Consistent with Section 4.9.3 of the Needham Zoning By-Law, the Planning Board by special permit may waive any applicable dimensional regulation, including the regulations noted above, by 25%. However, this ability to grant waivers shall not include the limits on height and/or lot size. The ability to grant waivers from the parking requirements for residential units shall be governed by the special permit provisions of Section 5.1.1.5 of the Needham Zoning By-Law.

3.14.9 Performance Standards

The development of a MUOD Project in the MUOD shall comply with the following performance standards in lieu of those set forth elsewhere in the Zoning By-Law:

3.14.9.1 Residential Development

(d) Residential Development Cap: In the MUOD district no more than 250 dwelling units shall be permitted.

(e) At least 40% but not more than 70% of all dwelling units within any MUOD Project shall be one-bedroom units.

(f) At least 12.5% of all dwelling units shall be Affordable Units as defined below.

3.14.9.2 Landscaping

The applicant shall prepare a landscaping plan showing that the MUOD Project will meet the landscaping requirements of the Needham Zoning By-Law and the following standards: promote the establishment, protection, and enhancement of the natural landscape; ensure appropriate use of plant material in new construction; preserve natural tree cover; and promote the inclusion of new tree planting in order to reduce visual blights, noise and glare, prevent soil erosion, reduce stormwater runoff, increase ground water discharge, create shade and reduce solar overheating.

3.14.9.3 Massing

Any buildings proposed for a MUOD Project shall provide visual relief along the façade of each building.

Building design throughout a MUOD Project shall include designs which promote visual relief by varying roof lines, height and other aesthetic features.

3.14.9.4 Screening and Buffer Requirements

A MUOD Project shall provide an appropriate visual barrier, as determined by the Planning Board, between physical features of the MUOD Project and public streets and abutting properties. For example, dumpsters, trash handling areas, mechanical equipment at ground level or roof top, service entrances, utility facilities for building operation, loading docks or spaces and similar components shall be subject to visual barrier as determined by the Planning Board.

3.14.9.5 Stormwater Management

The stormwater management system serving any MUOD Project shall comply with all applicable federal, state and local laws, rules, regulations and By-Laws.

3.14.9.6 Roadways

In order to assure there is adequate access and egress for emergency vehicles and normal traffic expected in the MUOD Project, and safe pedestrian access, the roadways serving the MUOD Project shall comply with the Zoning By-Law. An applicant must demonstrate that the adequacy of the roadways providing access and egress to and from the MUOD Project and within the site itself ensures safe vehicular and pedestrian traffic.

3.14.9.7 Parking and Loading Standards

An application for a MUOD MSP shall include a parking plan setting forth the number of parking spaces and loading areas, the location and design of same, including lighting and landscaping. If required by the Planning Board, the application shall also include a parking and loading study which support such plan. The required off street parking spaces may be accommodated by

employing at-grade parking areas, parking garages or below grade parking areas. Further, podium parking, a form of below grade parking, shall be allowed if the parking structure is not more than 4 feet above finished grade and designed and/or landscaped in a manner that the Planning Board deems sufficient to properly buffer the podium parking structure from view.

3.14.9.8 Affordable Units

The following standards shall apply in the MUOD. All MUOD Projects shall include Affordable Units; further at least 12.5% of the dwelling units shall be Affordable Units. The term "Affordable Unit" shall mean a dwelling unit reserved in perpetuity for rental or ownership by a household earning less than 80% of area median family income, and priced to conform with the standards of the Massachusetts Department of Housing and Community Development ("DHCD") for rental or ownership units set forth in 760 CMR56, as amended from time to time, in order that such Affordable Unit shall be included in the DHCD Subsidized Housing Inventory. Affordable Units shall be subject to the following conditions:

(a) The Affordable Unit shall be affordable in perpetuity.
(b) Each Affordable Unit must be constructed and an occupancy permit obtained at the rate of at least one Affordable Unit for every seven market rate units.
(c) In computing the number of required Affordable Units, any fraction of a unit must be rounded up, and the result shall be the number of Affordable Units to be required.
(d) All required Affordable Units must be built within the MUOD Project and not off-site.

3.14.10 Peer Review

The Planning Board, at the expense of the applicant and pursuant to M.G.L. Chapter 44, Section 53G, may engage qualified peer reviewers, including, but not limited to, traffic engineers, civil engineers, architects, landscape architects, wetlands scientists, lighting technicians, and experts on impacts, to review all Concept Plans, special permit applications, MSP, and Site Plan Review applications.

3.14.11 Rules and Regulations

The Planning Board may adopt rules and regulations for the implementation of this Section.

(c) In Section 7.6 Planning Board Subsection 7.6.1 Special Permit Granting Authority, by inserting the words "3.14" between the words "3.10" and "4.2.

A motion to discuss Articles 18 and 19 together and vote on separately was offered by Jeanne S. McKnight. The motion was presented and carried by unanimous vote.

Upon request from Planning Board Chairman, Jeanne S. McKnight, the Moderator allowed Devra G. Bailin, Director of Economic Development, to address Articles 18 and 19. Ms. Bailin explained that the Council of Economic Advisors has been studying the implementation of a residential overlay in the Mixed-Use-128 and adjacent Highland Commercial-128 zoning districts in Needham Crossing, which overlay was first recommended in 2001. This district allows up to 250 units of residential units. 12.5% of such housing would be affordable under the requirements of MGL Chapter 40B. The Council of Economic Advisors urges adoption of the article.

Carol A. Fachetti, member, advised that the Finance Committee unanimously recommends adoption of Articles 18 and 19.

Mr. Maurice P. Handel, Selectman, unanimously recommended adoption of these articles on behalf of the Board of Selectmen.

Mr. Stephen K. Epstein, Town Meeting Member and member of the Board of Health, questioned what provisions have been made to protect children in the medical marijuana locations. Ms. McKnight advised that stringent permitting regulations are in place under the Planning Board.

Edward V. Cosgrove, III, Chairman, Board of Health, also expressed concern that this Mixed-Use Overlay District is also in the Adult Entertainment zone. Ms. McKnight advised that there would be strict regulations and buffer zones.

ACTION: The main motion under Article 18 was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 19: AMEND ZONING BY-LAW – MAP CHANGE TO MIXED-USE OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Mixed-Use Overlay District all that land described under Article 3, paragraph 2 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Mixed- Use 128 District (MU-128), said description being as follows:

"Beginning at the point of intersection of the easterly sideline of the Circumferential State Highway Layout of 1953, and the centerline of the MBTA right-of-way thence running northeasterly by said centerline to a point with its intersection with the centerline of the Charles River, thence turning and running southeasterly by the centerline of the Charles River to its intersection with a line 100 ft. northerly and parallel to the northerly sideline of Highland Avenue, thence turning and running westerly by said parallel line to its intersection with the westerly most sideline of Highland Circle, thence turning and running by said centerline northwesterly and westerly to the point of intersection with a line 200 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running westerly by said parallel line to a point of intersection with the easterly lot line of Lot 2, as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running southerly by said lot line to a point, thence turning and running westerly by the southerly lot line of Lot 2 to the point of intersection with the easterly sideline of Brook Road thence continuing in the same direction of said lot line to the intersection of the line of the end of Brook Road at the easterly sideline of the Circumferential Highway Layout of 1953, thence northerly by said Highway Layout to the point of beginning."

(b) Place in the Mixed-Use Overlay District all that land described under Article 3, paragraph 3 of the March 25, 2002 Special Town Meeting, superimposing that district

over the existing Highland Commercial -128 District (HC-128) located north of Highland Avenue, said description being as follows:

"Beginning at the point of intersection of the centerline of Highland Avenue and the easterly sideline of the Circumferential State Highway Layout of 1953, known as Route 128 (Interstate Route 95); thence running northerly along said sideline of the Circumferential State Highway to the point of intersection of said Circumferential Highway and the westerly projection of the southerly lot line at the end line of Brook Road of Lot 2 as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running easterly by said projection and said southerly lot line of Lot 2 to a point, thence turning and running northerly by the easterly lot line of Lot 2 to a point of intersection with a line 200 ft. from a parallel to the northerly sideline of Highland Avenue, thence running easterly by said line 200 ft. from and parallel to the northerly sideline of Highland Avenue to the point of intersection of the southerly most centerline of Highland Circle, thence running easterly and southeasterly by said centerline of Highland Circle to the intersection with a line 100 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running by said parallel line easterly to the centerline of the Charles River, thence running easterly by said centerline of the Charles River to the northerly centerline of Highland Avenue, thence running westerly by said centerline to the point of beginning."

Or take any other action relative thereto.

Article Information: This article describes the geographical boundaries of the new Mixed-Use Overlay District. The Mixed-Use Overlay District would include all land located in the Mixed-Use-128 (MU-128) District. The Mixed-Use-128 (MU-128) District is bounded by Route 128 to the west, the rear lot lines of properties on Highland Avenue to the south, the Charles River to the east, and the elevated rail line to the north. Also included in the Mixed-Use Overlay District is the portion of the Highland Commercial-128 (HC-128) District located north of Highland Avenue. The affected portion of the Highland Commercial-128 District includes all properties fronting on the north side of Highland Avenue between Route 128 and the Needham/Newton Town line. The district boundary typically follows the rear lot lines of properties along the north side of Highland Avenue to a depth of 200 feet.

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Mixed-Use Overlay District all that land described under Article 3, paragraph 2 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Mixed- Use 128 District (MU-128), said description being as follows:

"Beginning at the point of intersection of the easterly sideline of the Circumferential State Highway Layout of 1953, and the centerline of the MBTA right-of-way thence running northeasterly by said centerline to a point with its intersection with the centerline of the Charles River, thence turning and running southeasterly by the centerline of the Charles River to its intersection with a line 100 ft. northerly and parallel to the northerly sideline of Highland Avenue, thence turning and running westerly by said parallel line to its intersection with the westerly most sideline of Highland Circle, thence turning and running by said centerline northwesterly and westerly to the point of intersection with a line 200 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running westerly by said parallel line to a point of intersection with the easterly lot line of Lot 2, as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running southerly by said lot line to a point, thence turning and running westerly by the southerly lot line of Lot 2 to the point of intersection with the easterly sideline of Brook Road thence continuing in the same direction of said lot line to the intersection of the line of the end of Brook Road at the easterly sideline of the Circumferential Highway Layout of 1953, thence northerly by said Highway Layout to the point of beginning."

(b) Place in the Mixed-Use Overlay District all that land described under Article 3, paragraph 3 of the March 25, 2002 Special Town Meeting, superimposing that district over the existing Highland Commercial -128 District (HC-128) located north of Highland Avenue, said description being as follows:

"Beginning at the point of intersection of the centerline of Highland Avenue and the easterly sideline of the Circumferential State Highway Layout of 1953, known as Route 128 (Interstate Route 95); thence running northerly along said sideline of the Circumferential State Highway to the point of intersection of said Circumferential Highway and the westerly projection of the southerly lot line at the end line of Brook Road of Lot 2 as shown on a plan recorded in the Norfolk County Registry of Deeds as Plan 1364 of 1988, thence running easterly by said projection and said southerly lot line of Lot 2 to a point, thence turning and running northerly by the easterly lot line of Lot 2 to a point of intersection with a line 200 ft. from a parallel to the northerly sideline of Highland Avenue, thence running easterly by said line 200 ft. from and parallel to the northerly sideline of Highland Avenue to the point of intersection of the southerly most centerline of Highland Circle, thence running easterly and southeasterly by said centerline of Highland Circle to the intersection with a line 100 ft. northerly from and parallel to the northerly sideline of Highland Avenue, thence running by said parallel line easterly to the centerline of the Charles River, thence running easterly by said centerline of the Charles River to the northerly centerline of Highland Avenue, thence running westerly by said centerline to the point of beginning."

ACTION: The main motion under Article 19 was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 20: AMEND ZONING BY-LAW – PERMITTED USES IN New England BUSINESS CENTER DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1, Permitted Uses, by deleting from the first sentence of paragraph (j) the words "only", "multi-story" and "indoor athletic and exercise facilities" and from the second sentence of paragraph (j) the words "and indoor athletic and exercise facilities" so that the section shall now read as follows:

"(j) On the ground floor of a building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies (not affiliated with Group Practices as defined in Section 3.2.4.1, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services); day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); and laundry and dry-cleaning pick-up stations where processing is done elsewhere. Except for day care uses, each business establishment shall be limited to 15,000 square feet of floor area.

(b) Amend Section 3.2.4 Uses in the New England Business Center District,, Subsection 3.2.4.2, Uses Permitted by Special Permit, by deleting from the first sentence of paragraph (f) the words "provided they are located on the ground floor of a multi-story building" and by adding a new sentence to the end of the section so that the entire section shall now read as follows (new language added):

"(f) Eat in or take-out restaurants or other eating establishments, including coffee shops. Further provided that drive-thru restaurants or other eating establishments are prohibited. Each eat in or take-out restaurant or other eating establishments, including coffee shops, shall be limited to 15,000 square feet of floor area."

Or take any other action relative thereto.

Article Information: In the 2011, Town Meeting adopted sweeping changes in the New England Business Center ("NEBC") Zoning District, both as to uses and as to dimensional requirements. At that time, retail, consumer services, restaurants and similar uses dealing directly with the general public were allowed either by right or by special permit on the ground floor of multistory buildings only. Since those amendments, the Council of Economic Advisors (CEA), a committee established by the Board of Selectmen to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses, has been monitoring the zoning changes and analyzing the impacts on development. Because of market forces, there is a continued demand for rehabilitation/redevelopment of existing industrial one-story buildings. There is also a need for consumer facilities in the Needham Crossing area generally and in the NEBC specifically. To that end the CEA has recommended and the Planning Board has agreed that these facilities should be allowed in one story buildings.

The proposed amendment to Section 3.2.4.1(j) would allow as of right consumer and commercial service establishments dealing directly with the general public, business service centers, retail establishments, pharmacies not associated with certain medical uses, day care uses, and laundry and dry-cleaning pick-up stations on the ground floor of any building, by deleting the requirement that the building be multistory. The requirement that all but day care facilities be limited to 15,000 sq. ft. per establishment remains unchanged.

With the proposed deletion of the requirement that certain as of right businesses be limited to the ground floor only of multistory buildings, an inconsistency was created with respect to "indoor athletic and exercise facilities". Under the current By-Law "indoor athletic and exercise facilities" were allowed by right on the ground floor only of multistory buildings but by special permit elsewhere. Because of the nature and size of the facilities allowed (and their attendant parking demands), it is recommended that all such facilities be allowed by special permit wherever occurring.

The proposed amendment to 3.2.4.2(f) would allow by special permit eat-in or take-out restaurants and other eating establishments, including coffee shops, in all buildings on any floor, by deleting the requirement that the building be multistory and that the facility be on the ground floor. The additional language, limiting such establishments to 15,000 sq. ft., inserts a provision unintentionally left unclear by the original language.

MOVED: That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1, Permitted Uses, by deleting from the first sentence of paragraph (j) the words "only", "multi-story" and "indoor athletic and exercise facilities" and from the second sentence of paragraph (j) the words "and indoor athletic and exercise facilities" so that the section shall now read as follows:

"(j) On the ground floor of a building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies (not affiliated with Group Practices as defined in Section 3.2.4.1, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services); day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); and laundry and dry-cleaning pick-up stations where processing is done elsewhere. Except for day care uses, each business establishment shall be limited to 15,000 square feet of floor area.

(b) Amend Section 3.2.4 Uses in the New England Business Center District,, Subsection 3.2.4.2, Uses Permitted by Special Permit, by deleting from the first sentence of paragraph (f) the words "provided they are located on the ground floor of a multi-story building" and by adding a new sentence to the end of the section so that the entire section shall now read as follows (new language added):

"(f) Eat in or take-out restaurants or other eating establishments, including coffee shops. Further provided that drive-thru restaurants or other eating establishments are prohibited. Each eat in or take-out restaurant or other eating establishments, including coffee shops, shall be limited to 15,000 square feet of floor area."

Mr. Martin Jacobs, member, addressed this proposal on behalf of the Planning Board, and recommended adoption. This amendment would expand the uses in the New England Business Center District.

Mr. Barry J. Coffman, member, unanimously recommended adoption on behalf of the Finance Committee.

Mr. Maurice P. Handel, Selectman, advised that the Board of Selectmen unanimously recommend adoption of this proposal.

In response to an inquiry from Mr. Joshua W. Levy, Mr. Jacobs advised that athletic facilities will still be allowed by special permit.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 21: AMEND ZONING BY-LAW – MAXIMUM BUILDING BULK

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.2, Maximum Building Bulk, by revising paragraph (c) thereof so that it shall now read as follows (new language underlined):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table 1, but shall have a maximum floor area ratio of 0.7. Notwithstanding the foregoing to the contrary and subject to all other requirements of the district, the Planning Board acting as a special permit granting authority may issue a special permit in the Chestnut Street Business District that exempts the floor area of an underground parking garage and the floor area of the underground portion of a building devoted in whole or in part to the parking of automobiles from being counted as floor area for purposes of determining maximum floor area ratio."

(b) Amend Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.2, Maximum Building Bulk, by revising paragraph (e) thereof so that it shall now read as follows (new language underlined):

"(e) In other Commercial Districts (ASB, HAB) there is no limitation on lot coverage, but buildings shall not be constructed, reconstructed, extended, enlarged or arranged so that the following floor area ratios are exceeded. The limits for mixed uses on the same premises shall be interpolated between the limits below in proportion to their floor areas.

(1) For eating establishments, or any use providing service to patrons while in autos, or any use having gas pumps the maximum floor area ratio shall be 0.35.

(2) For all other uses in these districts the maximum floor area ratio shall be 0.7.

Notwithstanding the foregoing to the contrary and subject to all other requirements of the district, the Planning Board acting as a special permit granting authority may issue a special permit in the Avery Square Business District and Hillside Avenue Business District that exempts the floor area of an underground parking garage and the floor area of the underground portion of a building devoted in whole or in part to the parking of automobiles from being counted as floor area for purposes of determining maximum floor area ratio."

Or take any other action relative thereto.

Article Information: At present, underground parking areas are included in the calculation of Floor Area Ratio. As a result, there is no incentive to create underground parking, as it would reduce the maximum size of the building above. This article would allow the Planning Board to grant a special permit to exempt underground parking areas from the calculation of Floor Area Ratio in the Chestnut Street Business District, Avery Square Business District and Hillside Avenue Business District where current parking is limited.

The article seeks to further the recommendations contained in the Needham Center Development Plan and Highland Avenue Planning study which endorsed the promotion of mixed-use and housing development in the Chestnut Street Business, Avery Square Business and Hillside Avenue Business districts in the longer term. Dimensional requirements are a major element in enabling improvements and creating usable spaces. The proposed amendment would remove an existing dimension impediment to mixed-use and housing development in the named districts thereby allowing such desired upgrades to move forward.

MOVED: That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.2, Maximum Building Bulk, by revising paragraph (c) thereof so that it shall now read as follows (new language underlined):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table 1, but shall have a maximum floor area ratio of 0.7. Notwithstanding the foregoing to the contrary and subject to all other requirements of the district, the Planning Board acting as a special permit granting authority may issue a special permit in the Chestnut Street Business District that exempts the floor area of an underground parking garage and the floor area of the underground portion of a building devoted in whole or in part to the parking of automobiles from being counted as floor area for purposes of determining maximum floor area ratio."

(b) Amend Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.2, Maximum Building Bulk, by revising paragraph (e) thereof so that it shall now read as follows (new language underlined):

"(e) In other Commercial Districts (ASB, HAB) there is no limitation on lot coverage, but buildings shall not be constructed, reconstructed, extended, enlarged or arranged so that the following floor area ratios are exceeded. The limits for mixed uses on the same premises shall be interpolated between the limits below in proportion to their floor areas.

(1) For eating establishments, or any use providing service to patrons while in autos, or any use having gas pumps the maximum floor area ratio shall be 0.35.

(2) For all other uses in these districts the maximum floor area ratio shall be 0.7.

Notwithstanding the foregoing to the contrary and subject to all other requirements of the district, the Planning Board acting as a special permit granting authority may issue a special permit in the Avery Square Business District and Hillside Avenue Business District that exempts the floor area of an underground parking garage and the floor area of the underground portion of a building devoted in whole or in part to the parking of automobiles from being counted as floor area for purposes of determining maximum floor area ratio."

Mr. Paul S. Alpert, member, addressed this proposal on behalf of the Planning Board. This zoning amendment hopes to encourage underground parking by allowing the Planning board to grant a special permit to exempt underground parking areas from the calculation of floor area ratio in commercial districts. The Planning Board seeks support for this article.

Ms. Carol A. Fachetti, member, explained that the current zoning by-law serves as a deterrent to underground parking and the Finance Committee supports this proposal.

Mr. John A. Bulian, member, advised that the Board of Selectmen unanimously supports this article.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 22: AMEND ZONING BY-LAW – SPECIAL PERMIT GRANTING AUTHORITY IN CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 7.4, Site Plan Review, Subsection 7.4.2, Definitions, by adding the underlined language at the end of the fifth paragraph, so that the entire paragraph shall now read as follows (new language underlined):

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.2 of this By-Law and which results in an increase in the number of required parking spaces by 10 or more new off-street parking spaces or which results in an increase in the required number of loading spaces; or any project which results in the construction of any additional off-street parking spaces; or any project which results in any new curb- or driveway-cut. Notwithstanding the aforementioned, if a special permit is otherwise required under Subsection 1.4 or Subsection 3.2.2 of this By-Law, the Planning Board shall be the Special Permit Granting Authority as to the use."

Or take any other action relative thereto.

Article Information: Historically, the Planning Board has had sole jurisdiction as relates to the issuance of special permits in the Center Business District. When this Section 7.4.2 of the Needham Zoning By-Law was amended in 2014 to lower the threshold requirement for the issuance of a site plan special permit in the Center Business District, the Planning Board's singular special permit jurisdiction was inadvertently affected. The purpose of this article is to reinstate such jurisdiction by specifically naming the Planning Board as the special permit granting authority for all permits related to use irrespective of whether site plan review has been triggered.

MOVED: That the Town vote to amend the Needham Zoning By-Law, Section 7.4, Site Plan Review, Subsection 7.4.2, Definitions, by adding the underlined language at the end of the fifth paragraph, so that the entire paragraph shall now read as follows (new language underlined):

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.2 of this By-Law and which results in an increase in the number of required parking spaces by 10 or more new off-street parking spaces or which results in an increase in the required number of loading spaces; or any project which results in the construction of any additional off-street parking spaces; or any project which results in any new curb- or driveway-cut. Notwithstanding the aforementioned, if a special permit is otherwise required under Subsection 1.4 or Subsection 3.2.2 of this By-Law, the Planning Board shall be the Special Permit Granting Authority as to the use."

Ms. Jeanne S. McKnight, Chairman, addressed this proposal on behalf of the Planning Board. She explained that a 2014 amendment to lower the threshold requirement for the issuance of a site plan special permit in the Center Business District, the Planning Board's singular special permit jurisdiction was inadvertently affected. This proposal reinstates this jurisdiction.

Mr. Maurice P. Handel, Selectmen, advised that the Board of Selectmen unanimously supports this article.

ACTION : The main motion was presented and carried by unanimous vote.

ARTICLE 23: AMEND ZONING BY-LAW – RETAINING WALLS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 1.3 Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

"Retaining Wall - A wall or terraced combination of walls used at a grade change to hold soil and other earth material at a higher position. Retaining walls may be attached to or independent from other structures. The exposed side of a retaining wall shall be known as a "face". The area between a lower wall and a successive higher wall shall be known as a "terrace."

(b) Amend Section 1.3 Definitions, by revising the existing definition of the term "Structure", so that the entire definition shall now read as follows: (new language underlined):

"Structure – anything constructed or erected, the use of which requires a fixed location on the ground or attached to something located on the ground including an artificial or a constructed swimming pool having a depth of water of two (2) feet or more or a water surface area of at least one hundred (100) square feet when

filled to capacity, but excluding a fence, boundary wall, retaining wall, public utility pole, public utility supporting device or a structure with less than one hundred square foot ground coverage and a height of less than eight (8) feet."

(c) Amend Section 6, Special Regulations, by a inserting a new Subsection 6.11, Retaining Walls, to read as follows:

"6.11 Retaining Walls

6.11.1 Purpose and Intent

The Town of Needham adopts this section to accomplish and ensure the following:

(a) To allow for the review of retaining walls of a size that may impact surrounding buildings, land, and uses;

(b) To require the construction of retaining walls in a manner consistent with engineering and construction best practices; and

(c) To lessen the impact of large retaining walls on abutting properties and the public by encouraging the use of landscaping and aesthetically pleasing design elements.

6.11.2 Applicability

The regulations and requirements contained herein shall apply to all retaining walls erected in the Town of Needham.

6.11.3 General Provisions

(a) Determining Retaining Wall Height - The height of a retaining wall shall be the distance from the grade at the base of the face of the wall to the top of the finished wall. Terraced walls shall be measured in the same manner.

(b) Walls Within Yard Setbacks – No retaining wall shall be built within the required yard setback except a retaining wall (i) with a face not greater than four (4) feet in height at any point and a length that does not exceed forty (40) percent of the lot's perimeter, or (ii) as allowed by a Special Permit issued in accordance with Subsection 6.11.5 of this Section. Notwithstanding the above, retaining walls may graduate in height from four (4) to seven (7) in height when providing access to a garage or egress entry doors at the basement level, measured from the basement or garage floor to the top of the wall. The wall is limited to seven (7) feet in height for not more than 25% of the length of the wall.

(c) Walls Outside Yard Setbacks. No retaining wall with a face greater than twelve (12) feet in height shall be built except as allowed by Special Permit issued in accordance with Subsection 6.11.5 of this Section.

(d) Fall Protection - All retaining walls over four (4) feet in height shall be required to provide fall protection if so determined by the Building Inspector. Fall protection systems may include, but shall not be limited to, permanent landscaping or fencing as approved by the Building Inspector.

(e) Terracing - Terracing of retaining walls is allowed and encouraged. In a terraced retaining wall system, if two (2) retaining walls are separated by a distance at least one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as separate walls; if two (2) retaining walls are separated by a distance less than one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as a single wall.

(f) Nonconforming Retaining Walls - Retaining walls legally constructed prior to the adoption of these regulations shall be allowed to remain in their existing state; however, significant changes or alterations to such walls shall be made in conformity with these regulations. The repair and routine maintenance, as determined by the Building Inspector, of nonconforming retaining walls shall be allowed without requiring conformity with these regulations.

6.11.4 Design Review and Permitting

(a) Design Review - Design Review shall be required for all retaining walls requiring a special permit. The Design Review Board shall review retaining walls in accordance with Section 7.7, Design Review, and shall consider such requests under those criteria contained in Subsection 7.7.4, Design Criteria, of Section 7.7. The Design Review Board shall submit an advisory recommendation to the applicant and the permit granting authority prior to the issuance of a special permit.

(b) Permitting - A building permit shall be required, consistent with the requirements of the Town of Needham Building Department, for all retaining walls that retain four (4) or more feet of unbalanced fill.

6.11.5 Special Permit Provisions

The Board of Appeals shall consider requests for special permits in accordance with this Section and Section 7.5 of the Zoning Bylaw and a Special Permit for a retaining wall may be issued provided the Board of Appeals finds:

(a) That the retaining wall will not cause an increase of water flow off the property;

(b) That the requested retaining wall will not adversely impact adjacent property or the public;

(c) That the report of the Design Review Board has been received and considered.

(d) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the first paragraph, so

that the entire paragraph shall now read as follows: (new language underlined):

"The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development, Section 4.2.4 Flexible Development and Section 6.11 Retaining Walls and, for a minor project that only involves a change in the exterior façade of a building in the Center Business District, shall review and may approve such façade change."

(e) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the fourth paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"It shall evaluate such requests based on Subsection 7.7.4 Design Criteria below. Its findings and recommendations, along with any suggested restrictions and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments and to the applicant and Board of Appeals, acting as a special permit granting authority, under Section 6.11 Retaining Walls. Such advisory reports of the Design Review Board shall be transmitted to the Building Inspector and applicant in all other instances as described in the two paragraphs above for "Minor Projects" under Site Plan Review, building permits in all non-residential districts and sign permits. For a minor project that only involves a change in the exterior of a building in the Center Business District, the Design Review Board shall be the review and approval entity for such façade changes."

Or take any other action relative thereto.

Article Explanation: This article would amend the Zoning By-Law by adding a new section (Section 6) creating a tiered approach for regulating retaining walls over four feet in height. Under current zoning regulations, retaining walls covering less than one hundred square feet and having a height of less than eight feet are unrestricted as to location on the lot. Retaining walls exceeding the noted parameters are defined as structures governed by the building height and setback standards of the zoning district in which they are located. This later provision effectively permits a retaining wall having a height of 35 feet to be placed five feet from a side property line as-of-right in the Single Residence B zoning district.

In recent years, the construction of retaining walls has increased, most notably in and around terrain-challenged lots creating irreversible, permanent effects on the Town's overall landscape, its neighborhoods, and abutting properties. Often, retaining walls are used to create or expand usable open space on residential lots to accommodate parking areas, play areas, and other outdoor landscape features and uses (e.g., patios). The expansion of land through the use of large retaining walls can create unsightly structures along property lines, and these large structures can impact safety and the aesthetics of public spaces along streets, and create stormwater run-off issues. The proposed amendment provides for formal review of these potential impacts and modest setback requirements. The retaining wall provisions would be applicable to all districts and uses including residential, commercial, and institutional properties, including those below the already established thresholds for review under the Town's existing Site Plan Review approval by-law.

In summary, the proposed retaining wall regulations would allow retaining walls less than four feet in height and having a length not exceeding 40 percent of the lot's perimeter to proceed as-of-right; such shorter walls would be exempt from the building permit, design review and setback requirements of the underlying district. Taller walls greater than four feet in height would require an increased level of review depending on height and required setback from front, side and rear property lines.

The review process would begin with retaining walls over four feet in height, and as the walls increase in height so would the level of review. The review process requires retaining walls between four and 12 feet to acquire a building permit from the Town's Building Department prior to construction. Any of these retaining walls located within the setback area also require a special permit. This requirement is consistent with the State Building Code requirement for retaining walls over four feet in height. A special permit is also required for all retaining walls over 12 feet in height from the Zoning Board of Appeals, prior to the issuance of the building permit. As part of the special permit process the retaining walls will be reviewed by the Design Review Board. The Board of Appeals and Design Review Board would assess the preservation and enhancement of landscaping, including how proposed retaining walls would be harmonious with the general appearance of neighboring properties through location, design, and proposed landscaping. The Board of Appeals and Design Review Board would also assess whether the height, scale, materials, textures, and colors of proposed retaining walls are harmonious with the terrain, use, scale and architecture of existing buildings (and hardscapes/landscapes) within their vicinity. A finding would further be required by the Board of Appeals stating that the requested retaining wall did not adversely impact adjacent property or the public.

In the setback areas terraced retaining walls that are four feet or less in height and are separated by a distance at least one times the height of the taller wall would be considered separate walls and would be exempt from review. Terraced retaining walls that are separated by a distance less than one times the height of the taller wall are considered as a single wall having a height equal to the sum total of the heights of each wall and would need to meet applicable provisions of the regulations. Allowance is provided for retaining walls located within the required setback area which provide access to a garage or egress doors at the basement level. In those circumstances the height of the retaining wall may graduate in height from four to seven feet with the wall limited to seven feet in height for not more than 25% of the wall's overall length.

A survey of the zoning by-laws of comparable communities to Needham indicates that most of these communities have by-laws restricting retaining walls. Usually these by-laws simply classify retaining walls in excess of four feet as structures, which requires all such walls to comply with building setback requirements. The Planning Board believes that in many cases retaining walls greater than four feet are justified to improve the use of property while not adversely affecting neighboring properties. As a result, the proposed by-law does not impose any absolute limitations but seeks to impose increasing levels of review as walls increase in height.

MOVED: That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 1.3 Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

"Retaining Wall - A wall or terraced combination of walls used at a grade change to hold soil and other earth material at a higher position. Retaining walls may be attached to or independent from other structures. The exposed side of a retaining wall shall be known as a "face". The area between a lower wall and a successive higher wall shall be known as a "terrace."

(b) Amend Section 1.3 Definitions, by revising the existing definition of the term "Structure", so that the entire definition shall now read as follows: (new language underlined):

"Structure – anything constructed or erected, the use of which requires a fixed location on the ground or attached to something located on the ground including an artificial or a constructed swimming pool having a depth of water of two (2) feet or more or a water surface area of at least one hundred (100) square feet when filled to capacity, but excluding a fence, boundary wall, retaining wall, public utility pole, public utility supporting device or a structure with less than one hundred square foot ground coverage and a height of less than eight (8) feet."

(c) Amend Section 6, Special Regulations, by a inserting a new Subsection 6.11, Retaining Walls, to read as follows:

"6.11 Retaining Walls

6.11.1 Purpose and Intent

The Town of Needham adopts this section to accomplish and ensure the following:

(a) To allow for the review of retaining walls of a size that may impact surrounding buildings, land, and uses;

(b) To require the construction of retaining walls in a manner consistent with engineering and construction best practices; and

(c) To lessen the impact of large retaining walls on abutting properties and the public by encouraging the use of landscaping and aesthetically pleasing design elements.

6.11.2 Applicability

The regulations and requirements contained herein shall apply to all retaining walls erected in the Town of Needham.

6.11.3 General Provisions

(a) Determining Retaining Wall Height - The height of a retaining wall shall be the distance from the grade at the base of the face of the wall to the top of the finished wall. Terraced walls shall be measured in the same manner.

(b) Walls Within Yard Setbacks – No retaining wall shall be built within the required yard setback except a retaining wall (i) with a face not greater than four (4) feet in height at any point and a length that does not exceed forty (40) percent of the lot's perimeter, or (ii) as allowed by a Special Permit issued in accordance with Subsection 6.11.5 of this Section. Notwithstanding the above, retaining walls may graduate in height from four (4) to seven (7) in height when providing access to a garage or egress entry doors at the basement level, measured from the basement or garage floor to the top of the wall. The wall is limited to seven (7) feet in height for not more than 25% of the length of the wall.

(c) Walls Outside Yard Setbacks. No retaining wall with a face greater than twelve (12) feet in height shall be built except as allowed by Special Permit issued in accordance with Subsection 6.11.5 of this Section.

(d) Fall Protection - All retaining walls over four (4) feet in height shall be required to provide fall protection if so determined by the Building Inspector. Fall protection systems may include, but shall not be limited to, permanent landscaping or fencing as approved by the Building Inspector.

(e) Terracing - Terracing of retaining walls is allowed and encouraged. In a terraced retaining wall system, if two (2) retaining walls are separated by a distance at least one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as separate walls; if two (2) retaining walls are separated by a distance less than one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as a single wall.

(f) Nonconforming Retaining Walls - Retaining walls legally constructed prior to the adoption of these regulations shall be allowed to remain in their existing state; however, significant changes or alterations to such walls shall be made in conformity with these regulations. The repair and routine maintenance, as determined by the Building Inspector, of nonconforming retaining walls shall be allowed without requiring conformity with these regulations.

6.11.4 Design Review and Permitting

(a) Design Review - Design Review shall be required for all retaining walls requiring a special permit. The Design Review Board shall review retaining walls in accordance with Section 7.7, Design Review, and shall consider such requests under those criteria contained in Subsection 7.7.4, Design Criteria, of Section 7.7. The Design Review Board shall submit an advisory recommendation to the applicant and the permit granting authority prior to the issuance of a special permit.

(b) Permitting - A building permit shall be required, consistent with the requirements of the Town of Needham Building Department, for all retaining

walls that retain four (4) or more feet of unbalanced fill.

6.11.5 Special Permit Provisions

The Board of Appeals shall consider requests for special permits in accordance with this Section and Section 7.5 of the Zoning Bylaw and a Special Permit for a retaining wall may be issued provided the Board of Appeals finds:

(a) That the retaining wall will not cause an increase of water flow off the property;

(b) That the requested retaining wall will not adversely impact adjacent property or the public;

(c) That the report of the Design Review Board has been received and considered.

(d) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the first paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development, Section 4.2.4 Flexible Development and Section 6.11 Retaining Walls and, for a minor project that only involves a change in the exterior façade of a building in the Center Business District, shall review and may approve such façade change."

(e) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the fourth paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"It shall evaluate such requests based on Subsection 7.7.4 *Design Criteria below. Its findings and recommendations, along* with any suggested restrictions and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments and to the applicant and Board of Appeals, acting as a special permit granting authority, under Section 6.11 Retaining Walls. Such advisory reports of the Design Review Board shall be transmitted to the Building Inspector and applicant in all other instances as described in the two paragraphs above for "Minor Projects" under Site Plan Review, building permits in all non-residential districts and sign permits. For a minor project that only involves a change in the exterior of a building in the Center Business District, the Design Review Board shall be the review and approval entity for such façade changes."

The following motion to amend was offered by Elizabeth Jane Grimes: In Article 23, by inserting in the second sentence of Section 6.11.3, (b) Walls Within Yard Setbacks, the word "feet" so that the sentence shall now read as follows new language underlined: Notwithstanding the above, retaining walls may graduate in height from four (4) to seven (7) feet in height when providing access to a garage or egress entry doors at the basement level, measured from the basement or garage floor to the top of the wall..

Ms. Elizabeth Jane Grimes, Member, addressed this proposal on behalf of the Planning Board. This proposal addresses regulating retaining walls over four feet in height. She explained that unbalanced retaining walls can impact areas, have a visual impact on neighbors, and cause safety concerns. Ms. Grimes recommended adoption on behalf of the Planning Board.

Ms. Marianne B. Cooley, Selectman, recommended adoption on behalf of the Board of Selectmen.

The motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 1.3 Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

"Retaining Wall - A wall or terraced combination of walls used at a grade change to hold soil and other earth material at a higher position. Retaining walls may be attached to or independent from other structures. The exposed side of a retaining wall shall be known as a "face". The area between a lower wall and a successive higher wall shall be known as a "terrace."

(b) Amend Section 1.3 Definitions, by revising the existing definition of the term "Structure", so that the entire definition shall now read as follows: (new language underlined):

"Structure – anything constructed or erected, the use of which requires a fixed location on the ground or attached to something located on the ground including an artificial or a constructed swimming pool having a depth of water of two (2) feet or more or a water surface area of at least one hundred (100) square feet when filled to capacity, but excluding a fence, boundary wall, retaining wall, public utility pole, public utility supporting device or a structure with less than one hundred square foot ground coverage and a height of less than eight (8) feet."

(c) Amend Section 6, Special Regulations, by a inserting a new Subsection 6.11, Retaining Walls, to read as follows:

"6.11 Retaining Walls

6.11.1 Purpose and Intent

The Town of Needham adopts this section to accomplish and ensure the following:

(a) To allow for the review of retaining walls of a size that may impact surrounding buildings, land, and uses;

(b) To require the construction of retaining walls in a manner consistent with engineering and construction best practices; and

(c) To lessen the impact of large retaining walls on abutting properties and the public by encouraging the use of landscaping and aesthetically pleasing design elements.

6.11.2 Applicability

The regulations and requirements contained herein shall apply to all retaining walls erected in the Town of Needham.

6.11.3 General Provisions

(a) Determining Retaining Wall Height - The height of a retaining wall shall be the distance from the grade at the base of the face of the wall to the top of the finished wall. Terraced walls shall be measured in the same manner.

(b) Walls Within Yard Setbacks – No retaining wall shall be built within the required yard setback except a retaining wall (i) with a face not greater than four (4) feet in height at any point and a length that does not exceed forty (40) percent of the lot's perimeter, or (ii) as allowed by a Special Permit issued in accordance with Subsection 6.11.5 of this Section. Notwithstanding the above, retaining walls may graduate in height from four (4) to seven (7) feet in height when providing access to a garage or egress entry doors at the basement level, measured from the basement or garage floor to the top of the wall. The wall is limited to seven (7) feet in height for not more than 25% of the length of the wall.

(c) Walls Outside Yard Setbacks. No retaining wall with a face greater than twelve (12) feet in height shall be built except as allowed by Special Permit issued in accordance with Subsection 6.11.5 of this Section.

(d) Fall Protection - All retaining walls over four (4) feet in height shall be required to provide fall protection if so determined by the Building Inspector. Fall protection systems may include, but shall not be limited to, permanent landscaping or fencing as approved by the Building Inspector.

(e) Terracing - Terracing of retaining walls is allowed and encouraged. In a terraced retaining wall system, if two (2) retaining walls are separated by a distance at least one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as separate walls; if two (2) retaining walls are separated by a distance less than one times (1x) the height of the higher of the two (2) walls, the walls shall be considered as a single wall.

(f) Nonconforming Retaining Walls - Retaining walls legally constructed prior to the adoption of these regulations shall be allowed to remain in their existing state; however, significant changes or alterations to such walls shall be made in conformity with these regulations. The repair and routine maintenance, as determined by the Building Inspector, of nonconforming retaining walls shall be allowed without requiring conformity with these regulations.

6.11.4 Design Review and Permitting

(a) Design Review - Design Review shall be required for all retaining walls requiring a special permit. The Design Review Board shall review retaining walls in accordance with Section 7.7, Design Review, and shall consider such requests under those criteria contained in Subsection 7.7.4, Design Criteria, of Section 7.7. The Design Review Board shall submit an advisory recommendation to the applicant and the permit granting authority prior to the issuance of a special permit.

(b) Permitting - A building permit shall be required, consistent with the requirements of the Town of Needham Building Department, for all retaining walls that retain four (4) or more feet of unbalanced fill.

6.11.5 Special Permit Provisions

The Board of Appeals shall consider requests for special permits in accordance with this Section and Section 7.5 of the Zoning Bylaw and a Special Permit for a retaining wall may be issued provided the Board of Appeals finds:

(a) That the retaining wall will not cause an increase of water flow off the property;

(b) That the requested retaining wall will not adversely impact adjacent property or the public;

(c) That the report of the Design Review Board has been received and considered.

(d) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the first paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development, Section 4.2.4 Flexible Development and Section 6.11 Retaining Walls and, for a minor project that only involves a change in the exterior façade of a building in the Center Business District, shall review and may approve such façade change."

(e) Amend Section 7.7 Design Review, Subsection 7.7.2, Design Review Board, Subparagraph 7.7.2.2, Authority and Specific Powers, by revising the fourth paragraph, so that the entire paragraph shall now read as follows: (new language underlined):

"It shall evaluate such requests based on Subsection 7.7.4 *Design Criteria below. Its findings and recommendations, along* with any suggested restrictions

and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments and to the applicant and Board of Appeals, acting as a special permit granting authority, under Section 6.11 Retaining Walls. Such advisory reports of the Design Review Board shall be transmitted to the Building Inspector and applicant in all other instances as described in the two paragraphs above for "Minor Projects" under Site Plan Review, building permits in all non-residential districts and sign permits. For a minor project that only involves a change in the exterior of a building in the Center Business District, the Design Review Board shall be the review and approval entity for such façade changes."

At 11:00 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday May 4, 2016 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall, and it was so voted unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 4, 2016

Pursuant to adjournment of the Annual Town Meeting held May 2, 2016, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Wednesday May 4, 2016 at 7:30 P.M.

Check lists were used and 210 voters were checked on the list as being present, including 205 Town Meeting Members. 46 Town Meeting Members were absent.

With the cooperation of the Needham Interfaith Clergy Association, and at the designation of the Needham Clergy Association, Ramin Abrishamian of the Baha'i Community, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator reminded Town Meeting Members to sit in the first 12 rows of the hall. He also noted that only Town Meeting Members are permitted to vote.

The Moderator thanked Katie Mullen and Mike Alberding for manning the microphones this evening.

At this time discussion continued under Article 24.

ARTICLE 24: AMEND ZONING BY-LAW – MINIMUM SIDE AND REAR LINE SETBACKS: ACCESSORY STRUCTURES

To see if the Town will vote to amend the Needham Zoning By-Law , Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by revising the paragraph, so that the entire subsection shall now read as follows (new language underlined):

"4.2.3 Minimum Side and Rear Line Setbacks: Accessory Structures

No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less than five (5) feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing five (5) foot setback from the rear or side lines of the lot, any accessory building or structure which exceeds fifteen (15) feet in height must comply with the underlying district's rear and/or side setback requirements. Notwithstanding the foregoing, an accessory pergola need not comply with the requirements of the preceding sentences but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways, and said pergola shall not be constructed or placed in a position where it would prevent the use of a designated fire lane or reduce access to any building. For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure. Notwithstanding the foregoing, an accessory building or structure associated with a pool use which is less than eleven (11) feet in height and has less than one-hundred (100) square feet of ground coverage need not comply with the foregoing ten (10) foot distance from any other building or structure requirement as said requirement pertains to the placement of the accessory building or structure from the edge of the pool, provided that such accessory building or structure is placed no less than eight (8) feet from the edge of the pool."
Or take any other action relative thereto.

Article Information: Accessory structures, like sheds and detached garages, are allowed under the current Zoning By-Law to be within five feet of the side or rear property line in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional districts. With the proliferation of construction, the Building Commissioner and the Planning and Community Development Department have received numerous complaints about such accessory structures being built within five feet of a neighboring property even though they are two or two and a half stories tall. Allowing 35 foot structures to be constructed so close to the property line is not consistent with the spirit of the Zoning By-Law with regard to accessory structures and creates a massing not intended. The amendment would require any accessory structure over 15 feet in height to comply with the zoning district's rear and/or side setback requirements.

MOVED: That the Town vote to amend the Needham Zoning By-Law , Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General

Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by revising the paragraph, so that the entire subsection shall now read as follows (new language underlined):

"4.2.3 Minimum Side and Rear Line Setbacks: Accessory Structures

No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less than five (5) feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing five (5) foot setback from the rear or side lines of the lot, any accessory building or structure which exceeds fifteen (15) feet in height must comply with the underlying district's rear and/or side setback requirements. Notwithstanding the foregoing, an accessory pergola need not comply with the requirements of the preceding sentences but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways, and said pergola shall not be constructed or placed in a position where it would prevent the use of a designated fire lane or reduce access to any building. For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure. Notwithstanding the foregoing, an accessory building or structure associated with a pool use which is less than eleven (11) feet in height and has less than one-hundred (100) square feet of ground coverage need not comply with the foregoing ten (10) foot distance from any other building or structure requirement as said requirement pertains to the placement of the accessory building or structure from the edge of the pool, provided that such accessory building or structure is placed no less than eight (8) feet from the edge of the pool."

Elizabeth Jane Grimes, member, addressed this proposal on behalf of the Planning Board. She indicated that this proposal basically changes one sentence pertaining to size of accessory structure and setback requirements. The amendment would require any accessory structure over 15 feet in height to comply with the zoning district's rear and/or setback requirements. She urged adoption of the proposal.

The Moderator stated that the Finance Committee takes no position on this article.

Ms. Marianne B. Cooley, Selectmen, stated that the Board of Selectmen unanimously recommend adoption of this article.

In response to an inquiry from Mr. Carlos Aguilimpia, Ms. Grimes stated that the 15 feet height requirement is consistent with other communities.

ACTION : The main motion was presented and carried by unanimous vote.

ARTICLE 25: CITIZENS PETITION – NEEDHAM TOWN MEETING – FOOD TRUCK ARTICLE

Section 1: Definitions

Food Truck - A readily movable trailer or motorized wheeled vehicle, currently registered with the Massachusetts Division of Motor Vehicles, designed and equipped to cook, prepare, and serve food.

Section 2: Authorized Locations and Restrictions for Food Truck Sales in or on Designated Public Right of Way Areas

2.1 Food trucks may be located in public right of way areas as designated by the article. A food truck may not be located in or on any portion of a designated public right of way when and where such location would prevent the safe use of the public right of way by motor vehicles, pedestrians, and/or customers. The vending location shall not otherwise interfere with the movement of motor vehicles in the area.

2.2 Authorize the following locations for food trucks

a: Needham Center – adjacent to the town common – no more than two trucks

b: Needham Heights – adjacent to the heights common – no more than one truck

c: Second Avenue across the street from Charles River Landing

d: First Avenue across the street from 40 A Street

e: Cabot Place, once all constructions projects have been completed on the street

2.3 Food trucks shall comply with applicable provisions of the Town of Needham General By-laws with respect to locations near schools and recreation facilities.

2.4 Food trucks must be positioned at least 15 feet from the customer entrance of a traditional (brick and mortar) restaurant.

2.5 Food trucks shall be positioned on designated right of way areas and shall not block drive entrances, exits, access to loading and/or service areas, or emergency access and fire lanes. Food trucks must also be positioned at least 20 feet away from fire hydrants, any fire department connection, driveway entrances, alleys, and handicapped parking spaces.

2.6 Each year, the Board of Selectmen shall establish an open period from December 1 to January 30 of the following year for applications to operate a food truck in public right of way areas. Should the number of applicants exceed available locations within the public right of way, then the Town Manager will create an equitable distribution of available locations among qualified applicants. If locations are available after the close of the open period and after issuance to those applicants who applied during the open period, then applicants may apply after the open period but any permits issued will be on a first come first served basis.

2.7 Food Truck vendors shall comply with all local, county and state tax regulations, including but not limited to retail sales applicable to food and beverages.

Section 3: Public Safety and Nuisance Prevention

3.1 Food truck vendors must obtain requisite licenses or permits for operation from the Needham Health Department, Police Department, Fire Department, and Board of Selectmen.

3.2 Temporary connections to potable water are prohibited. All plumbing and electrical connections shall be accordance with the State Building Code.

3.3 Grease must be contained and disposed of in accordance with State Sanitary Code.

3.4 Grey water must be contained and disposed of in accordance with State Sanitary Code.

3.5 Food trucks must have the following fire extinguisher on board during hours of operation: one 15 lb. multipurpose subject to the determination of the Fire Chief or his designee.

3.6 Food trucks may not operate as a drive-in/drive-up/drive-through operation. All service must be walk-up by customers.

3.7 Trash and recycling receptacles shall be provided for customers and trash and recyclables shall be removed from the site daily.

3.8 If a food truck is proposed to operate after dark, the vendor must provide appropriate lighting.

3.9 No signage shall be allowed other than signs permanently attached to the motor vehicle and a portable menu sign no more than 9 square feet in display area on the ground in the customer waiting area.

3.10 No food truck shall make or cause to be made any unreasonable or excessive noise or odor.

3.11 No food truck shall set up tables, chairs, umbrellas or similar facilities (except standing counters and tables without chairs or stools).

Section 4: Permitting

4.1 A food truck will be licensed by the Town's Health Department and Fire Department before issuance or renewal of the Food Truck Permit from the Board of Selectmen, which must be prominently displayed on the truck.

4.2 A fee in the amount of $250.00 annually for an up-to five day a week seasonal permit shall be paid upon issuance of the Food Truck Permit. Fee is regardless of the number of days per week licensed.

4.3 Food truck vendors must obtain requisite insurance, bonding and workers compensation as required from time to time by the Board of Selectmen.

4.4 Food Truck vendors must obtain a Massachusetts Hawker and Peddler License (issued through the Police Department).

4.5 Violation of any of the provisions of this Section may result in revocation of the permits and licenses issued to the vendor to operate in Needham.

4.6 A fee in the amount of $25 for a permit valid for up to one week ("Limited Food Truck Permit") shall be paid upon the issuance of the Limited Food Truck Permit. Such permit shall be issued only to the extent spaces are available; that is, not otherwise occupied by seasonal Food Truck Permit holders. Seasonal permit requests shall have precedence over limited ones. All regulations related to seasonal food trucks apply.

Article Information: This article was submitted by the proponents in accordance with the provisions of the Town Charter. The article would insert a policy adopted by the Board of Selectmen into the General By-laws of the Town. It modifies that policy by extending the allowable locations where food trucks may be permitted beyond those areas determined by the Town to be underserved by fixed location restaurants. Adoption of this article would increase allowable locations to include the Needham Center and Needham Heights Business Districts, where the Selectmen have determined that there is both a sufficient number of restaurants and a shortage of available parking during the times proposed for food trucks. The Selectmen are also currently studying the issue of siting and use of food trucks throughout the Town. The petition reduces the current fee by $750. If adopted, this resolution will require Town Meeting approval if and when any adjustment to the policy (such as the fee) is required.

MOVED: That the Town vote to adopt the following general by-law:

Section 1: Definitions

Food Truck - A readily movable trailer or motorized wheeled vehicle, currently registered with the Massachusetts Division of Motor Vehicles, designed and equipped to cook, prepare, and serve food.

Section 2: Authorized Locations and Restrictions for Food Truck Sales in or on Designated Public Right of Way Areas

2.1 Food trucks may be located in public right of way areas as designated by the article. A food truck may not be located in or on any portion of a designated public right of way when and where such location would prevent the safe use of the public right of way by motor vehicles, pedestrians, and/or customers. The vending location shall not otherwise interfere with the movement of motor vehicles in the area.

2.2 Authorize the following locations for food trucks

a: Needham Center – adjacent to the town common – no more than two trucks

b: Needham Heights – adjacent to the heights common – no more than one truck

c: Second Avenue across the street from Charles River Landing

d: First Avenue across the street from 40 A Street

e: Cabot Place, once all constructions projects have been completed on the street

2.3 Food trucks shall comply with applicable provisions of the Town of Needham General By-laws with respect to locations near schools and recreation facilities.

2.4 Food trucks must be positioned at least 15 feet from the customer entrance of a traditional (brick and mortar) restaurant.

2.5 Food trucks shall be positioned on designated right of way areas and shall not block drive entrances, exits, access to loading and/or service areas, or emergency access and fire lanes. Food trucks must also be positioned at least 20 feet away from fire hydrants, any fire department connection, driveway entrances, alleys, and handicapped parking spaces.

2.6 Each year, the Board of Selectmen shall establish an open period from December 1 to January 30 of the following year for applications to operate a food truck in public right of way areas. Should the number of applicants exceed available locations within the public right of way, then the Town Manager will create an equitable distribution of available locations among qualified applicants. If locations are available after the close of the open period and after issuance to those applicants who applied during

the open period, then applicants may apply after the open period but any permits issued will be on a first come first served basis.

2.7 Food Truck vendors shall comply with all local, county and state tax regulations, including but not limited to retail sales applicable to food and beverages.

Section 3: Public Safety and Nuisance Prevention

3.1 Food truck vendors must obtain requisite licenses or permits for operation from the Needham Health Department, Police Department, Fire Department, and Board of Selectmen.

3.2 Temporary connections to potable water are prohibited. All plumbing and electrical connections shall be accordance with the State Building Code.

3.3 Grease must be contained and disposed of in accordance with State Sanitary Code.

3.4 Grey water must be contained and disposed of in accordance with State Sanitary Code.

3.5 Food trucks must have the following fire extinguisher on board during hours of operation: one 15 lb. multipurpose subject to the determination of the Fire Chief or his designee.

3.6 Food trucks may not operate as a drive-in/drive-up/drive-through operation. All service must be walk-up by customers.

3.7 Trash and recycling receptacles shall be provided for customers and trash and recyclables shall be removed from the site daily.

3.8 If a food truck is proposed to operate after dark, the vendor must provide appropriate lighting.

3.9 No signage shall be allowed other than signs permanently attached to the motor vehicle and a portable menu sign no more than 9 square feet in display area on the ground in the customer waiting area.

3.10 No food truck shall make or cause to be made any unreasonable or excessive noise or odor.

3.11 No food truck shall set up tables, chairs, umbrellas or similar facilities (except standing counters and tables without chairs or stools).

Section 4: Permitting

4.1 A food truck will be licensed by the Town's Health Department and Fire Department before issuance or renewal of the Food Truck Permit from the Board of Selectmen, which must be prominently displayed on the truck.

4.2 A fee in the amount of $250.00 annually for an up-to five day a week seasonal permit shall be paid upon issuance of the Food Truck Permit. Fee is regardless of the number of days per week licensed.

4.3 Food truck vendors must obtain requisite insurance, bonding and workers compensation as required from time to time by the Board of Selectmen.

4.4 Food Truck vendors must obtain a Massachusetts Hawker and Peddler License (issued through the Police Department).

4.5 Violation of any of the provisions of this Section may result in revocation of the permits and licenses issued to the vendor to operate in Needham.

4.6 A fee in the amount of $25 for a permit valid for up to one week ("Limited Food Truck Permit") shall be paid upon the issuance of the Limited Food Truck Permit. Such permit shall be issued only to the extent spaces are available; that is, not otherwise occupied by seasonal Food Truck Permit holders. Seasonal permit requests shall have precedence over limited ones. All regulations related to seasonal food trucks apply.

Mr. Doug Fox, presented the citizens petition to create a General By-Law for Food Trucks. He stated that he does not have a food truck but does have a stomach and is on a soap box in favor of food trucks in Needham. He noted that everyone loved the hot dog man. He became a staple. Currently Needham charges $1,000 for an annual permit to operate a food truck in specific areas of town. Most communities charge around $500 and some towns as low as $100. Food trucks are a fast growing business and do not believe they will put local restaurants out of business. He urged support of this proposal.

Mr. Richard J. Lunetta, member, reviewed the financial implications and noted that 80% of the Finance Committee members recommended against adoption at this time and recommended a more comprehensive review of this proposal.

Mr. John A. Bulian, Selectmen, advised that the Board of Selectmen unanimously oppose this article.

A motion to amend was offered by Mr. John A. Bulian that the subject matter of Article 25 be referred to the Board of Selectmen and that the Board of Selectmen report back at a future Town Meeting. Mr. Bulian went on to explain that the Board of selectmen is not opposed to food truck and urged support of the motion to refer for further study.

Mr. Paul Good, President of the Needham Business Association noted that this proposal would reduce parking by 1 ½ to 2 spaces in the downtown area. He also noted that there are currently no handicapped parking spaces in the downtown area.

Mr. Elan Barzilay, new Town Meeting Member, asked if there is a current General By-Law or regulations. Mr. Bulian advised that food trucks fall under a current regulation approved by the Board of Selectmen and that a general by-law must go before Town Meeting.

In response to an inquiry from Mr. Stuart B. Agler, Mr. Bulian indicated that it would take about a year to deal with the issue.

A motion to move the previous question was offered by Mr. Steven M. Rosenstock. The motion was presented, but it failed to pass by voice vote.

After a brief discussion in which several Town Meeting Members expressed support of the motion to refer to the Board of Selectmen.

A motion to amend Mr. Bulian's motion to amend was offered by Catherine J. Barker to insert the words "and that the

Board of Selectmen report back to the next Annual Town Meeting".

Ms. Barker's motion to amend Mr. Bulian's motion to amend was presented and carried by majority vote declared by the Moderator on a voice vote.

ACTION: Mr. Bulian's motion to refer was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 26: AMEND GENERAL BY-LAW - HISTORIC DEMOLITION DELAY

To see if the Town will vote to amend Section 2.11 of the General By-laws by deleting the number "6" in sections 2.11.5.5.4, 2.11.5.5.5, and 2.11.5.5.6 and inserting in place thereof the number "12"; and by deleting in sections 2.11.5.6 and 2.11.5.8 the word "Inspector" and inserting in place thereof the word "Commissioner"; or take any other action relative thereto.

Article Information: This article would extend the Historic Demolition Delay By-law from the current six months to twelve months. The Board of Selectmen adopted a goal to work to preserve the traditional New England structures that are included in the Town's Inventory of Historic Places because they contribute to the architectural fabric of the community. The longer moratorium may provide developers seeking to demolish such assets with an incentive to preserve them instead. Only structures that are included on the Town's Inventory of Historic Places are subject to the By-law, and inclusion on the inventory is voluntary. The article would also update the title of the Building "Commissioner" from the prior title of "Inspector."

MOVED: That the Town vote to amend Section 2.11 of the General By-laws by deleting the number "6" in sections 2.11.5.5.4, 2.11.5.5.5, and 2.11.5.5.6 and inserting in place thereof the number "12"; and by deleting in sections 2.11.5.6 and 2.11.5.8 the word "Inspector" and inserting in place thereof the word "Commissioner".

Article 26 was previously withdrawn on May 2, 2016.

ARTICLE 27: AMEND GENERAL BY-LAW – FUTURE SCHOOL NEEDS COMMITTEE

To see if the Town will vote to amend the Town's General Bylaws by deleting Section 2.7.2.1 and inserting in place thereof the following:

"2.7.2.1 There shall be a Future School Needs Committee consisting of seven members, two appointed by each of the Finance Committee, the School Committee and the Board of Selectmen and one member by the Town Moderator. The Chairman shall be designated from time to time by vote of the Committee. It shall be the responsibility of the Future School Needs Committee to review professionally-developed estimates of the Town's current and projected student population, and to provide information, guidance and feedback to the demographer in developing these estimates. The appointees shall have a background in demography, urban planning, business/economics, mathematics, or a related field, if qualified individuals with the necessary expertise are available for appointment."

and by inserting a new section 2.7.2.2 as follows:

"**2.7.2.2** Initially three members shall be appointed for the term of three (3) years (one each by the Finance Committee, School Committee and Board of Selectmen), three members shall be appointed for a term of two (2) years (one each by the Finance Committee, School Committee and Board of Selectmen), and one (1) member shall be appointed for a term of one (1) year (by the Town Moderator). Thereafter, as the term for which the members were initially appointed expires, their successors shall be appointed for a term of three (3) years each. In the event of a vacancy occurring in the membership other than by the expiration of the term of a member, a successor shall be appointed to serve the balance of the unexpired term."

Or take any other action relative thereto.

Article Information: For many years, the Future School Needs Committee - volunteers who have generously offered their time and expertise - has provided estimated student enrollment information to assist the School Committee, Town Boards, and Town Meeting to anticipate and understand the current and projected student population. Over time, the projections have typically provided good short-term enrollment information based on historical enrollment and census data. However, even a small variance between projected and actual enrollment can result in the development of a budget that provides for too many or too few classrooms in a given year. The recommended proposal would reconstitute the Future School Needs Committee so that its primary charge would be to review and make recommendations regarding professionally developed enrollment estimates, as opposed to the prior practice of developing the estimates itself. The proposal also ensures the involvement of the Town boards involved in the School capital planning process – the Board of Selectmen, the School Committee, and the Finance Committee – in the committee appointment process.

MOVED: That the Town vote to amend the Town's General Bylaws by deleting Section 2.7.2.1 and inserting in place thereof the following:

"2.7.2.1 There shall be a Future School Needs Committee consisting of seven members, two appointed by each of the Finance Committee, the School Committee and the Board of Selectmen and one member by the Town Moderator. The Chairman shall be designated from time to time by vote of the Committee. It shall be the responsibility of the Future School Needs Committee to review professionally-developed estimates of the Town's current and projected student population, and to provide information, guidance and feedback to the demographer in developing these estimates. The appointees shall have a background in demography, urban planning, business/economics, mathematics, or a related field, if qualified individuals with the necessary expertise are available for appointment."

and by inserting a new section 2.7.2.2 as follows:

"**2.7.2.2** Initially three members shall be appointed for the term of three (3) years (one each by the Finance Committee, School Committee and Board of Selectmen), three members shall be appointed for a term of two (2) years (one each by the Finance Committee, School Committee and Board of Selectmen), and one (1) member shall be appointed for a term of one (1) year (by the Town Moderator). Thereafter, as the term for which the members were initially appointed expires, their successors shall be appointed for a term of three (3) years each. In the event of a vacancy occurring in the membership other than by the expiration

of the term of a member, a successor shall be appointed to serve the balance of the unexpired term."

Article 27 was previously withdrawn on May 2, 2016.

Article 28 was adopted by unanimous consent on May 2, 2016.

ARTICLE 29: TRANSFER OF PROPERTY FOR MUNICIPAL USE – GREENDALE AVENUE

To see if the Town will vote to transfer the control of a parcel of land known as "Parcel 74" on Greendale Avenue (Assessors' Map 57, Parcel 1), containing 11.7 acres more or less, from the Park and Recreation Commission to the Board of Selectmen for general municipal purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer the primary jurisdiction of the property known as "Parcel 74" on Greendale Avenue from the Park and Recreation Commission to the Board of Selectmen for general municipal use. While no plans have been developed for the specific use of the parcel, it is evident that access to land for municipal operations will be needed in the future. Because this property was acquired as parkland, a home rule petition and Act of the Legislature will be required to finalize this transfer. A formal survey of the area is underway and a more specific legal description will be presented as an amendment to the article.

MOVED: That the Town vote to transfer the control of a parcel of land known as "Parcel 74" on Greendale Avenue (Assessors' Map 57, Parcel 1), containing 11.7 acres more or less, from the Park and Recreation Commission to the Board of Selectmen for general municipal purposes in accordance with M.G.L. Chapter 40, Section 15A.

The following motion to amend was offered by Mr. Daniel P. Matthews: That the main motion under Article 29 be amended by deleting the phrase "containing 11.7 acres more or less", and inserting in place thereof the following: "containing 9.8 acres, more or less, beginning at a point on the location line of the July 21, 1953 Town layout (L.O. 4062) of Cheney Street, said point bearing S 52°52'57" W and being 230.00 feet distant from station 119+93.00 of the baseline of location of the 1953 layout, and extends thence, following the location line of said Town layout S 52°52'57" W 32.50 feet; thence S 20°24'53" W 245.03 feet to a point of non-tangency on the northeasterly location line of the April 2, 1957 County layout (Layout No. 4548) of Greendale Avenue; thence leaving Town location line and following said County location line by a curve to the left of 147.90 feet radius 124.91 feet; thence S 62°47'37" E 339.56 feet to a point on the southwesterly location line of the July 21, 1953 State highway layout (Layout No. 4062) of Interstate 95; thence leaving said County location line and following the location line of said State highway layout N 1°44'47" E 75.63 feet; thence leaving location line of said State highway layout N 37°07'03" W 1,592.27 feet to the point of beginning".

Mr. Matthews advised that Articles 29 through 33 are all articles dealing with parcel transfers. There will be some similar discussion. The parcels will remain in their present state. The Board of Selectmen is currently looking at future possibilities. The Board of Selectmen seeks approval for all these articles and unanimously recommends adoption of Article 29.

Mr. John P. Connelly, Member, addressed this proposal on behalf of the Finance Committee. He noted that a majority of the Finance Committee recommends adoption of Article 29 as well as Articles 30 through 34. He also advised that the Finance Committee expressed concerned that there were no public hearings on these articles. The issue here is that 9 parcels consisting of 90 acres of land should have had public hearings. He also noted that not all departments/boards were included in the process and that control of property by certain departments/boards cannot be used by other departments. The studies should be completed before the parcel swaps.

Mr. Christopher J. Gerstel, member, advised that the Park and Recreation Commission unanimously recommended adoption of Article 29.

Mr. Peter J. Pingitore rose in opposition to these articles and expressed concern with how these articles came about. There should be public hearings and he opposed voting to remove this parcel from Needham's open space.

Ms. Karen R. Shannon also rose in opposition of this article. This parcel is a slim buffer between the neighborhood and the highway.

Mr. Eric J. Bailey expressed concern with the two previous speakers and questioned what would happen to articles 30 through 34 if Article 29 fails. Mr. Matthews stated that Town Meeting would go forward with the remaining articles. He also noted that there was a televised session on February 29, 2016 on this subject.

Lois Sockol rose in opposition to this proposal. She expressed concern that this is not just a buffer. She asked that this article by defeated.

Cynthia J. Chaston, member, advised that the Park and Recreation is very supportive of open space.

In response to an inquiry from David C. Harris, Mr. Matthews explained that if Article 29 does not pass, the Board of Selectmen will not go forward with Article 34. It would be moot.

Mr. Jeffery D. Heller rose in support of this article.

Ms. Carol I. Urwitz expressed concern that there is no plan in place regarding these articles.

Mr. Robert T. Smart, Jr. suggested that long range planning is under the Planning Board. Jeanne S. McKnight, Chairman, Planning Board, indicated that these articles were not brought to the Planning Board.

Mr. Terence P. Noonan noted that this is not just a parcel. This land runs the entire length of Greendale Avenue. He noted that he walks with his dog in this area and it is definitely open space.

Mr. Artie R. Crocker opposed this article stating that Needham is not visible from the highway because of this buffer area.

A motion to move the previous question was offered by Ronald W. Ruth. The motion was presented but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The following Town Meeting Members were sworn in as tellers by the Moderator: Heinz R. Brinkhaus, Eric J. Bailey, Steven M. Rosenstock, Lisa W. Zappala, Deborah S. Winnick, and Thomas M. Harkins. The motion was again presented but it failed to pass by the required two-thirds vote: The Hand count was Yes 123 – No 72.

Elizabeth P. Handler suggested that Town Meeting pass Article 29 and vote no on Article 34 which would then retain the article 29 parcel as open land.

Mr. John H. Cogswell stated that planning by nature is long range. He offered the following motion to amend: that the portion of Parcel 74 transferred to the Board of Selectmen will remain open and available for public use until Town Meeting approves funding for any future recommended use of this site.

Ms. Elizabeth M. Bloom expressed her overall concerns with Article 29. She noted that parcels that are under other boards cannot even be studied.

Catherine E. Kurkjian advised that Town Meeting needs to be cognizant and this land should remain open space.

In response to an inquiry from Mr. Andrew J. Pittman, Mr. Matthews advised that this parcel was acquired by the Town from a private owner for Park purposes between 1950 and 1970.

Mr. Ford H. Peckham asked for assurance that a Public Works building will not be located on the Greendale Avenue site. He requested that any plans be brought to Town Meeting. The residents in this area have been beaten up. A new DPW building on Greendale is not appropriate. Mr. Matthews advised that the Board of Selectmen will refer Article 34 back. He indicated that there are many uses to consider.

A motion to move the previous question was offered by Ilan Barzilay The motion was presented and carried by the required two-thirds vote declared on a voice vote by the Moderator.

Mr. Cogswell's motion to amend was presented, but it failed to pass on a voice vote declared by the Moderator.

Mr. Matthews' motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion to amend was again presented and carried by a voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented but the Moderator was in doubt. The motion was again presented, but failed to pass by a count of hands. The hand count was Yes 49 – No 143.

ARTICLE 30: TRANSFER OF PROPERTY FOR MUNICIPAL USE – HILLSIDE SCHOOL, DALEY BUILDING & NIKE SITE

To see if the Town will vote to transfer the control of parcels known as 28 Glen Gary Road/Hillside School (Assessors Map 102, Parcel 1) consisting of 24 acres more or less; the Nike Site (Assessors Map 306, Parcel 11), consisting of 19.1 acres more or less; and the Daley Building Site (Assessors Map 70, Parcel 29), consisting of 40,232 square feet more or less, from the School Committee to the Board of Selectmen for general municipal purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer primary jurisdictional authority from the School Committee to the Board of Selectmen for the Hillside School, Nike Site and Daley Building Site for general municipal use. The Board of Selectmen and School Committee intend to enter into a Memorandum of Understanding setting forth the terms of use of the Hillside School while it remains in active school use.

MOVED: That the Town vote to transfer the control of parcels known as 28 Glen Gary Road/Hillside School (Assessors Map 102, Parcel 1) consisting of 24 acres more or less; the Nike Site (Assessors Map 306, Parcel 11), consisting of 19.1 acres more or less; and the Daley Building Site (Assessors Map 70, Parcel 29), consisting of 40,232 square feet more or less, from the School Committee to the Board of Selectmen for general municipal purposes in accordance with M.G.L. Chapter 40, Section 15A.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He noted that this is the second attempt to reassign jurisdiction of land from one board to another. This article affects three parcels – Hillside School, the Daley Building and the Nike Site. The goal of the Board of Selectmen is to transfer these parcels from the School Committee to the Board of Selectmen. This land could become the basis of a community campus. Any changes to be made to these parcels will have to come back to Town Meeting. Also, the School must have a reserved school site.

Mr. Susan B. Neckes, Chairman, advised that Article 30 is tied with Article 31. The School Committee asks for your support.

Mr. Christopher J. Gerstel, Member, advised that the Park and Recreation Commission unanimously recommends adoption of Article 30.

Mr. John P. Connelly, member, advised that the Finance Committee has the same concerns as stated under Article 29.

Ms. Holly Anne Clarke expressed concern that Article 30 is putting the cart before the horse.

In response to an inquiry from Mr. Ford H. Peckham, Mr. Matthews indicated that the Hillside School will be used as swing space for Mitchell during its reconstruction.

ACTION: The main motion was presented and carried by two-thirds vote on a voice vote declared by the Moderator.

ARTICLE 31: TRANSFER OF PROPERTY FOR RECREATIONAL USE – GREENE'S FIELD & A PORTION OF DEFAZIO PARK

To see if the Town will vote to transfer the control of the parcel known as Greene's Field (Assessors Map 50, Parcel 31.02), consisting of 2 acres more or less, and a portion of DeFazio Park (Assessors Map 302), consisting of 4.71 acres more or less

beginning at a point on the southerly jurisdictional line of the Park & Recreation Commission, said point being 709.74' distant from the easterly sideline of Dedham Avenue where an iron rod was set; thence running S45°15'46"E a distance of 518.63'; thence turning and running N07°06'51"E a distance of 299.99'; thence turning and running N12°37'43"E a distance of 195.50'; thence turning and running N17°28'38"E a distance of 468.62' to an iron road set on the southerly sideline of the MBTA right of way; thence turning and running along said MBTA right of way S80°12'28"W a distance of 52.25' to an iron rod set on the southerly sideline of said MBTA right of way; thence turning and running S43°45'08"W along said southerly jurisdictional line of the Park & Recreation Commission a distance of 777.36' to the point of beginning, from the Board of Selectmen to the Park and Recreation Commission for recreational use in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

Article Information: The Board of Selectmen, School Committee, and Park and Recreation Commission have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer Greene's Field and a portion of the DeFazio Field Complex from the Board of Selectmen to the Park and Recreation Commission for recreational use.

MOVED: That the Town vote to transfer the control of the parcel known as Greene's Field (Assessors Map 50, Parcel 31.02), consisting of 2 acres more or less, and a portion of DeFazio Park (Assessors Map 302), consisting of 4.71 acres more or less beginning at a point on the southerly jurisdictional line of the Park & Recreation Commission, said point being 709.74' distant from the easterly sideline of Dedham Avenue where an iron rod was set; thence running S45°15'46"E a distance of 518.63'; thence turning and running N07°06'51"E a distance of 299.99'; thence turning and running N12°37'43"E a distance of 195.50'; thence turning and running N17°28'38"E a distance of 468.62' to an iron road set on the southerly sideline of the MBTA right of way; thence turning and running along said MBTA right of way S80°12'28"W a distance of 52.25' to an iron rod set on the southerly sideline of said MBTA right of way; thence turning and running S43°45'08"W along said southerly jurisdictional line of the Park & Recreation Commission a distance of 777.36' to the point of beginning, from the Board of Selectmen to the Park and Recreation Commission for recreational use in accordance with M.G.L. Chapter 40, Section 15A.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. This article seeks to transfer property at Green's Field and a portion of DeFazio Park from the Board of Selectmen to the Park and Recreation Commission for recreational use. He stated that the Board of Selectmen, the Park and Recreation Commission, and the School Committee all ask for approval.

Mr. John P. Connelly, member, advised that the Finance Committee has the same concerns as stated under Articles 29 and 30.

In response to an inquiry from Mr. Gerald C. Rovner, Mr. Matthews advised that for the Board of Selectmen to take back the land at Green's Field it would take a majority vote of the Park & Recreation Commission and two-thirds vote of Town Meeting.

ACTION: The main motion was presented and passed by two-thirds vote declared by the Moderator on a voice vote.

At 11:00 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday May 9, 2016 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall, and it was so voted unanimously by voice vote.

+Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * * * * *

ADJOURNED ANNUAL TOWN MEETING
Monday, May 9, 2016

Pursuant to adjournment of the Annual Town Meeting held May 4, 2016 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Monday, May 9, 2016, at 7:30 P.M.

Check lists were used and 230 voters were checked on the list as being present, including 218 Town Meeting Members. 33 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to suspend the proceedings for the seventeenth Annual Richard Patten Melick Foundation awards. Paula R. Callanan, President of the Richard Patton Melick Foundation, Inc., explained that Richard P. Melick was the former Moderator in the Town of Needham for 35 years and this foundation was established in 1997 to recognize extraordinary leaders in the Town of Needham. Ms. Callanan presented the first award to Cathy Byrd for her many volunteer activities in the Town of Needham. Cathy's volunteer efforts have included volunteering to pack meals at the Hamilton House for Meals on Wheels. For three years she organized the popular coffee hour for the principal at Pollard. Cathy volunteered at the hospital café at (former) Glover Memorial hospital. In 2002 Cathy joined the Community Council where her focus was the food pantry and the food drives.

Over the past 14 years at the Community Council, her main focus has been the thrift shop where she developed a Spring sale and Winter Coat sale bringing in added revenue for the Council. From 2008 to 2011 Cathy was a Board Member of the Friends of the Board of Health. She has also volunteered at the re-use-it shop at the transfer station here in Needham. During her time in Needham, Cathy has helped transition families and students into the Needham community. She and her family have hosted children from Finland, Belgium, Brazil and Ukraine.

Mr. Thomas M. Harkins presented the second Melick Award to Ron Sockol. Ron moved from Vermont's Northern Kingdom to Brookline, MA at the age of nine. In 1967 he came to Needham with his young family. As the father of four young boys, he became involved in youth sports even before his sons were old enough to play. Ron coached Little League baseball, Pop

Warner football, and YMCA basketball and stayed with the programs even after his own sons had finished playing. A football event which Ron chaired brought national attention to our Town, the Needham/Wellesley Centennial Game held at Memorial Park.

As a veteran, Memorial Park has been a focus of Ron's. He spearheaded the Community Weekend when volunteers added the second floor to the Memorial Park building. He also led the planting of the Park's garden and the 9/11 Memorial honoring Needham residents. He served as a Memorial Park Trustee for over 25 years.

Ron served as a director of the Needham Community Council for over 20 years. Highlighting his tenure were his efforts to establish a food pantry and lead the volunteer effort in building an addition to the Lincoln Street building. The NCC has recognized him with the Stephanie Kalin Award.

Ron's dedication to the community is boundless. He has served as a director of the Needham Educational Foundation, chaired its Spelling Bee, and been an active member of Needham Rotary serving as president in 1989 – 1990. He has flipped more pancakes than anyone can imagine. In addition to the Memorial Park building and the NCC addition, he has overseen the construction of a garage at the Tippett House. Ron has had perfect attendance at Town Meeting for almost 30 years. And by his side for all these achievements has been his wife of 62 years, Lois.

Ms. Callanan presented the following Town Meeting Members with a certificate of appreciation for twenty-five years of service to the community; Cynthia J. Chaston, John D. Genova, Barry R. McDonough, and William H. Dugan, Jr. (posthumously)

At 7:50 P.M. Mr. Matthew D. Borrelli moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

* * * * * * * *

RECORD OF SPECIAL TOWN MEETING
Monday, May 9, 2016

Pursuant to a Warrant issued by the Selectmen April 13, 2016 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, May 9, 2016, at 7:30 o'clock in the afternoon.

Check lists were used and 230 voters, including 218 Town Meeting Members, were checked on the list as being present. 33 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Call to the Meeting and Officers Return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator requested and received unanimous consent to apply the same rules enacted for the Annual Town Meeting for the Special Town Meeting.

The Moderator announced that the proponents no longer have an interest in Article 1 and requested unanimous consent to withdraw this article. Town Meeting indicated that there were no objections to the withdrawal of Article 1 and it was unanimously voted to withdraw Article 1.

The Moderator announced that articles 6 and 7 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 2. No Town Meeting Member responded with "question" or "debate" to Articles 3, 4, 8, and 10. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so voted unanimously and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: FIRE PLANNING INSPECTION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $55,000 for a Fire Pre-Planning Inspection Program, to be spent under the direction of the Town Manager, and to meet this appropriation that $55,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: This funding will enable the Fire Prevention Division to secure the services of an inspector to conduct planning inspections of public buildings, schools, and commercial establishments. Information gathered at these inspections – such as pictures, floor plans, hazardous material locations and amounts – will be entered into the public safety computer-aided dispatch (CAD) database to be readily accessible to emergency responders and dispatchers. Approximately 1,400 sites require information gathering and input, which will be completed over 30 months.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $55,000 for a Fire Pre-Planning Inspection Program, to be spent under the direction of the Town Manager, and to meet this appropriation that $55,000 be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 4: AMEND THE FY2016 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the May 2015 Annual Town Meeting, and amended under Article 9 of the November 2, 2015 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
27A	HHS Salary & Wages	$1,186,457	$1,148,360
27B	HHS Expenses	$245,245	$283,342

Article Information: This article is to amend the Town's operating budget for FY2016. The request is to transfer $38,097 from the Health and Human Services salary and wages budget line to expenses. The change to the operating budget bottom line is zero. Due to changes in staff and the securing of grants, the department will have some one-time salary savings which the department seeks to purchase needed office equipment, safety equipment, and technology. The funds would also pay for training and outside professional consultants to complete two investigative studies that will assist the department in moving forward.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2016 Operating Budget adopted under Article 16 of the May 2015 Annual Town Meeting, and amended under Article 9 of the November 2, 2015 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
27A	HHS Salary & Wages	$1,186,457	$1,148,360
27B	HHS Expenses	$245,245	$283,342.

ACTION: So voted by unanimous consent.

ARTICLE 8: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $29,296 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and that $8,050 be transferred from Article 32 of the 2010 Annual Town Meeting and $21,246 be transferred from Article 36 of the 2011 Annual Town Meeting; or take any other action relative thereto.

Article Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The March 31, 2016 balance in the fund was $6

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $29,296 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and that $8,050 be transferred from Article 32 of the 2010 Annual Town Meeting and $21,246 be transferred from Article 36 of the 2011 Annual Town Meeting.

ACTION: So voted by unanimous consent.

ARTICLE 10: APPROPRIATE TO DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate $320,186 to the Debt Service Stabilization Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Free Cash; or take any other action relative thereto.

Article Information: The November 2, 2015 Special Town Meeting approved the creation of a Debt Service Stabilization Fund (DSSF) to set aside funds to pay certain debt obligations. This fund is intended to be part of the Town's overall planning strategy for addressing capital facility needs. The fund provides added flexibility by smoothing out the impact of debt payments in years when the debt level is higher than is typically recommended. The fund would also be beneficial at times when interest rates are higher than expected. The plan for the fund is designed to ensure that the monies are not depleted in a single year, and that the amount available for appropriation is known before the budget year begins. This article would allocate non-recurring Free Cash that was not proposed for appropriation in the 2016 Annual Town Meeting Warrant to continue to reserve funds for known capital facility planned in the next few years.

MOVED: That the Town vote to raise and/or transfer and appropriate $320,186 to the Debt Service Stabilization Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Free Cash.

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the Special Town Meeting.

ARTICLE 1 was withdrawn earlier this evening (May 9, 2016)

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016 and fiscal year 2017.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this is an agreement between the Town and the Police Superior Officers Association and funding for this agreement is in the

budget. The Board of Selectmen unanimously recommend adoption of this proposal.

Mr. Barry J. Coffman, member, stated that this agreement is in line with other agreements and the Finance Committee unanimously recommends adoption of the proposal.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 3 was adopted by unanimous consent earlier this evening (May 9, 2016).

ARTICLE 4 was adopted by unanimous consent earlier this evening (May 9, 2016).

ARTICLE 5: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $5,916 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
DPW	Global Montello Group Corp	Fuel	2015	$5,541
Public Facilities	East Coast Security Services, Inc.	Annunciator Programming	2014	$375

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year or in excess of appropriation.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $5,916 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that said sum be transferred from Overlay Surplus.

Department	Vendor	Description	Fiscal Year	Amount
DPW	Global Montello Group Corp	Fuel	2015	$5,541
Public Facilities	East Coast Security Services, Inc.	Annunciator Programming	2014	$375

Ms. Marianne B. Cooley, Selectman, advised that the Board of Selectmen unanimously recommends adoption on this proposal.

Mr. Richard J. Reilly, Member, recommended adoption on behalf of the Finance Committee. He noted that the Town owes the money and these two bills should be paid.

In response to an inquiry from Mr. Steven M. Rosenstock regarding accounting controls, Ms. Cooley indicated that controls are in place. The two bills in question ended up in the wrong departments.

ACTION : The Moderator noted that this article requires nine-tenths passage. The main motion was presented and carried by unanimous vote.

ARTICLE 6: AUTHORIZE MINUTEMAN SCHOOL BONDING

To see if the Town will approve the amount of $144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation, the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(d) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA; or take any other action relative thereto.

Article Information: This article seeks Town Meeting approval for the Minuteman Regional Vocational Technical School District's proposed construction of a new school at the District's campus in Lexington and Lincoln, to be built in conjunction with the Massachusetts School Building Authority (MSBA).

The text of the main motion essentially follows that of the Minuteman District School Committee's vote of March 15, 2016, approving bonding authority for the project. By law, that action is subject to disapproval within sixty days by any member community's town meeting. Needham is a member community of the District, and on advice of District counsel, a "no" vote on this article will be deemed a disapproval of the bonding. The Board of Selectmen supports a "yes" vote, but has included this article in the STM warrant for town meeting decision because the costs and related issues are significant.

Minuteman's existing facility, built in the early 1970's, has serious building systems and capital maintenance issues, does not meet current code and architectural standards, and cannot optimally support Minuteman's vocational education program. The current MSBA timeline requires the District to secure necessary approvals for its share of capital borrowing before the end of June, 2016.

A related issue previously before town meeting has been revision of the District's regional agreement. That process was completed earlier this year with approval by all member town meetings and the State Commissioner of Education. The changes in the revised agreement are intended to improve governance and cost sharing and facilitate realignment of the district.

As part of the new agreement six, mostly low-enrolling, communities are withdrawing from the district effective July 1, 2017. The District's net capital costs for this project will be shared by the ten remaining towns. However, under revised regulations applicable to MSBA projects, the District will be able to assess a capital charge to out-of-district students (including those of departing towns) over and above the state set maximum tuition.

The estimated cost of the project, which is for a new school with a design enrollment of 628 students, is approximately $150 million, towards which the MSBA has committed $44 million. With thirty year bonding, Needham's share of that cost will be proportional to its share of the student enrollment and the amount payable each year will be included in the District's budget assessments. Needham currently has 25 students at Minuteman, and that number is expected to increase to some extent with a new facility.

If the Capital Project is not approved, the District will face difficult challenges operating and maintaining its existing facility. The member communities will share those costs, which without MSBA and out of district contributions may be higher than the cost to build a new school.

Although the project cost is substantial, the Selectmen believe it will help put the Minuteman District, and vocational education in our region, on a sound path going forward. Minuteman High School is the primary vocational education resource for Needham residents and is an important option for students who either seek or will be better served by vocational education opportunities.

MOVED: That the Town approve the amount of $144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation, the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(d) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

A motion to amend was offered by Mr. Daniel P. Matthews that the main motion under Article 6 is amended by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

Mr. Matthews explained that this article requests approval for bonding in the amount of $144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school at 758 Marrett Road, Lexington, MA. Mr. Matthews noted that each town in the district must approve this bonding article. The Town of Arlington is voting on this article tonight. The Town of Belmont voted "no". The Board of Selectmen unanimously requests approval of Article 6. Once all the votes are in, the district committee will convene and determine the next step.

Mr. John P. Connelly, Members, stated that the Finance Committee voted unanimously to support this article. He reviewed enrollment history and advised that the projected enrollment is 628 students. The projected number of Needham students in Fiscal Year 2017 is 26 compared to 38 Needham students in Fiscal Year 2007. The Town of Belmont will hold a Special Town Meeting to revote on this article. It was noted that there is no other single option for our students if Minuteman does not go forward.

In response to an inquiry from Lance R. Brown, Mr. Matthews stated that the language of the motion is provided by bond counsel. The MSBA caps the amount and net, net, net is closer to 30 %.

In response to an inquiry from Mr. John L. Gallo, Mr. Matthews stated that the students will remain in the existing building during construction of the new school building.

In response to an inquiry from Mr. Steven M. Rosenstock, Mr. Connelly explained that the town hopes to pay bond costs through the operating budget and thus there would be no effect on the Town's debt service or our rating.

In response to an inquiry from Mr. Michael L. Verdun, Mr. Matthews stated that cost was a factor in Belmont's decision not to pass this article. Also it is difficult to get 16 separate parties to all agree.

In response to an inquiry from Mr. Paul A. Siegenthaler, Mr. Matthews advised that the Minuteman School district has the authority to control the quantity of students. If the school was under enrolled, the district could bring in out of district students.

In response to an inquiry from Mr. Robert E. Deutsch, Mr. Connelly indicated that the $144,922,478 is the total cost which includes furnishings. Each of the towns in the Minuteman district will be assessed annually for their share of both the school operating costs and the cost of the debt for the building project. Needham's projected debt assessment for FY20 is $312,198. (The

debt assessment will change each year, but this is roughly what can be expected each year once the full amount is borrowed.) Based on the $312,198, the annual tax impact of the debt assessment for the new school would mean an additional $17.50 tax on the average single family house in Needham.

Mr. Matthews assured Town Meeting that if this article does not go forward and failed entirely, Needham would provide education.

The motion to amend to add an emergency preamble was presented and passed by the required two-thirds vote on a voice vote declared by the Moderator.

ACTION: The main motion, as amended, which requires a majority vote was presented and carried by unanimous vote.

VOTED: That the Town approve the amount of $144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation, the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(d) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 7: APPROPRIATE FOR PROPERTY ACQUISITION

To see if the Town will vote to raise and/or transfer and appropriate $762,500 for the acquisition of real property known as 609 Central Avenue (Assessors Map 108, Lot 11), and for associated costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative; or take any other action relative thereto.

Article Information: *The property at 609 Central Avenue became available for acquisition in the last few months. The property is immediately adjacent to the "Owens Farm" properties recently acquired for the construction of an elementary school to replace the Hillside School. The property will improve the design, traffic flow, area for playground construction, parking, and accessibility. The property consists of approximately .32 acres and, if approved, will be purchased for $725,000. The balance of the appropriation will fund related expenses to acquire and incorporate the parcel into the project overall.*

MOVED: That the Town vote to raise and/or transfer and appropriate $762,500 for the acquisition of real property known as 609 Central Avenue (Assessors Map 108, Lot 11), and for associated costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

A motion to amend was offered by Mr. Maurice P. Handel that the main motion under Article 7 be amended by inserting after the words "(Assessors Map 108, Lot 11)" the words "for educational purposes".

Mr. Handel, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the property adjacent to Owens' Poultry Farm at 609 Central Avenue became available within the past few months. This property provides a more efficient bus drop off and pick up by entering on Central Avenue and exiting through Sunset Road. This parcel also increases the size of the playground. Mr. Handel noted that both the School Committee and the Planning Board support this article.

Mr. Richard A. Zimbone, member, recommended adoption on behalf of the Finance Committee both on the main motion and the motion to amend. This article is similar to Article 33 in the Annual Town Meeting warrant and places this property under the School Committee. The Finance Committee agrees that the purchase of this property will improve the overall safety of the school. However, the Finance Committee is very concerned with the overall costs for capital projects. Town Meeting has a duty to look at all projects coming before Town Meeting. The Finance Committee recommends approval of Article 7 as amended.

In response to an inquiry from Joshua W. Levy about an increase in traffic on Central Avenue, Mr. Handel noted that this should improve traffic on Central Avenue. Another traffic study will be conducted.

Mr. Handel advised Mr. Steven M. Rosenstock, that there will be five busses in and five busses out.

The motion to amend was presented and carried by majority vote on a voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate $762,500 for the acquisition of real property known as 609 Central Avenue (Assessors Map 108, Lot 11) for educational purposes, and for associated costs, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is

authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 8 was adopted by unanimous consent earlier this evening (May 9, 2016).

ARTICLE 9: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate $320,186 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Free Cash; or take any other action relative thereto.

Article Information: The 2012 Annual Town Meeting approved the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park Field Complex. This article would allocate non-recurring Free Cash that was not proposed for appropriation in the 2016 Annual Town Meeting Warrant to continue to reserve funds for the anticipated replacement of the synthetic turf fields at Memorial Park and DeFazio Park Field Complex, and the renovation or reconstruction of the Memorial Park Building. The March 31, 2016 balance in the fund was $1,974,847.

MOVED: That the Town vote to raise, and/or transfer and appropriate $320,186 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be transferred from Free Cash.

Mr. Matthew D. Borrelli, Chairman, advised that the Board of Selectmen unanimously support this proposal for our youth.

Ms. Louise L. Miller, Chairman, recommended adoption on behalf of the Finance Committee. This proposal will set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures – particularly at Memorial Park and DeFazio Park Field Complex.

In response to an inquiry from Emily Rose Cooper, Mr. Borrelli stated that this money was not included in the Annual Town Meeting warrant article because the additional funding came later. The funds will be combined.

In response to a concern expressed by Mr. Reginald C. Foster, Mr. Borrelli noted that the original intent was funding for fields and structures. The Memorial Park building is a structure.

ACTION: The main motion was presented and carried by the required two-thirds vote on a voice vote declared by the Moderator.

ARTICLE 10 was adopted by unanimous consent earlier this evening (May 9, 2016).

At 9:24 P.M. Mr. Matthew D. Borrelli on behalf of the Board of Selectmen moved to dissolve the Special Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of

William H. ("Bill") Dugan Jr.

WHEREAS: William H. ("Bill") Dugan Jr. was born in Needham, was a proud graduate of Needham High School, and served his country in the U.S. Army during the Korean War; and

WHEREAS: Bill and his wife Sally Waters settled in Needham for their 49 years of marriage; and

WHEREAS: Bill spent his career in the telecommunications industry, eventually retiring from a sales position at AT&T; and

WHEREAS: Bill was instrumental in the establishment of TRIAD – a community based organization consisting of the Norfolk County Sheriff's Office, the Needham Police Department, the NeedhamFire Department, and the Council on Aging, whose mission was to improve the quality of life of Needham's senior citizens and to promote safety and awareness; and

WHEREAS: Bill advocated tirelessly to improve the lives of senior citizens, by volunteering with the Community Council, spearheading the File of Life and Yellow Dot programs, and helping to organize the Senior Resource Fair; and

WHEREAS: Bill was an active member of the Needham Retired Men's Club, serving many years as president, and was honored in 2010 by the Richard Patton Melick Foundation for his community service; and

WHEREAS: Bill served as a Town Meeting Member from Precinct C from 1990 to 2015;

NOW THEREFORE, be it resolved by this body that the May 9, 2016 Special Town Meeting be dissolved in honor of the civic and community contributions of Bill Dugan to the Town of Needham.

ACTION: at 9:24 PM the Resolution was presented and carried unanimously by voice vote.

* * * * * * *

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

The Moderator called the Annual Town Meeting back into session at 9:30 P. M., declared a quorum to be present, and requested the Town Clerk to so record. He recognized Needham's State Representative Denise C. Garlick and thanks her for making a special effort to attend Town Meeting. Discussion

commenced under Article 32 upon the dissolution of the Special Town Meeting called for Monday, May 9, 2016 at 7:30 P. M..

ARTICLE 32: TRANSFER OF PROPERTY FOR RECREATIONAL USE – A PORTION OF DEFAZIO PARK

To see if the Town will vote to transfer the control of and a portion of DeFazio Park (Assessors Map 302), consisting of 10.66- acres more or less, beginning at a point on the easterly sideline of Dedham Avenue at the intersection of the southerly sideline of the MBTA right of way where an iron rod was set; thence running along said easterly sideline of Dedham Avenue S46°14'52"E a distance of 828.62' to an iron rod; thence turning and running N43°45'08"E along a jurisdictional line of the Park & Recreation Commission a distance of 1121.10' to a point on the southerly sideline of the MBTA right of way where an iron rod was set; thence turning and running along said MBTA right of way sideline S80°12'28"W a distance of 1394.52' to the point of beginning, from the School Committee to the Park and Recreation Commission for recreational purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer a portion of DeFazio Field Complex from the School Committee to the Park and Recreation Commission for recreational use.

MOVED: That the Town vote to transfer the control of and a portion of DeFazio Park (Assessors Map 302), consisting of 10.66- acres more or less, beginning at a point on the easterly sideline of Dedham Avenue at the intersection of the southerly sideline of the MBTA right of way where an iron rod was set; thence running along said easterly sideline of Dedham Avenue S46°14'52"E a distance of 828.62' to an iron rod; thence turning and running N43°45'08"E along a jurisdictional line of the Park & Recreation Commission a distance of 1121.10' to a point on the southerly sideline of the MBTA right of way where an iron rod was set; thence turning and running along said MBTA right of way sideline S80°12'28"W a distance of 1394.52' to the point of beginning, from the School Committee to the Park and Recreation Commission for recreational purposes in accordance with M.G.L. Chapter 40, Section 15A.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this is a proposed change of jurisdiction at DeFazio Field from the School Committee to the Park and Recreation Commission for recreational use. Mr. Matthews stated that the Board of Selectmen, the Park and Recreation Commission and the School Committee all unanimously recommend adoption.

Mr. John P. Connelly, member, advised that the Finance Committee voted to recommend adoption of this article.

In response to an inquiry from Ms. Jeanne S. McKnight, Mr. Matthews indicated that if this land was ever needed for another purpose, it would require a two thirds vote of Town Meeting to transfer jurisdiction.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 33: TRANSFER OF PROPERTY FOR EDUCATIONAL USE – A PORTION OF DEFAZIO PARK & CENTRAL AVENUE ("OWEN'S FARM")

To see if the Town will vote to transfer the control of a portion of DeFazio Park (Assessors Map 302) consisting of 9 acres more or less, beginning at a point on the easterly sideline of Dedham Avenue where an iron rod was set adjacent to the entrance driveway to DeFazio Athletic Complex, said point being at the intersection of the southerly jurisdictional line of the Park & Recreation Commission and the easterly sideline of Dedham Avenue; thence running southerly along the sideline of Dedham Avenue S46°14'52"E a distance of 563.00'; thence turning and running N43°45'08"E a distance of 641.12'; thence turning and running N07°06'51"E a distance of 74.41'; thence turning and running N45°15'46"W a distance of 518.63'; thence turning and running S43°45'08"W along said southerly Park & Recreation Commission jurisdictional line a distance of 709.74' to the point of beginning, a portion of DeFazio Park (Assessors Map 302) consisting of 0.27 acres more or less, beginning at a point on the easterly lot line of the DeFazio Complex lot 15.90 feet south of the intersection of said easterly lot line of the DeFazio Complex lot and the southerly Town of Needham Lease Line to the Golf Course where an iron pipe was found; thence running S 07°06'51" W a distance of 72.81'; thence turning and running S 04°14'32" W a distance of 21.72'; thence turning and running S 53°28'31" W a distance of 339.16'; thence turning and running N 43°45'08" E a distance of 409.47' to the point of beginning, and the property known as Owen's Farm and adjacent parcels (Assessors Map 310 parcel 3, and Assessors Map 108 parcels 5, 6, 7, 9, 10, and 27) consisting of 10.31 acres more or less from the Board of Selectmen to the School Committee for educational purposes in accordance with M.G.L. Chapter 40, Section 15A; or take any other action relative thereto.

Article Information: The Board of Selectmen, School Committee, and Park and Recreation have engaged in an evaluation of the primary jurisdictional authority of certain parcels of with the goal of ensuring the appropriate stewardship of all Town land. This article would transfer the parcel of land known as Owen's Farm and a portion of the DeFazio Park Complex from the Board of Selectmen to the School Committee for educational purposes. The Board of Selectmen, School Committee and Park and Recreation Commission intend to enter into a Memorandum of Understanding setting forth the terms of use of the parking lot at DeFazio Park until such time as the area is needed for school construction.

MOVED: That the Town vote to transfer the control of a portion of DeFazio Park (Assessors Map 302) consisting of 9 acres more or less, beginning at a point on the easterly sideline of Dedham Avenue where an iron rod was set adjacent to the entrance driveway to DeFazio Athletic Complex, said point being at the intersection of the southerly jurisdictional line of the Park & Recreation Commission and the easterly sideline of Dedham Avenue; thence running southerly along the sideline of Dedham Avenue S46°14'52"E a distance of 563.00'; thence turning and running N43°45'08"E a distance of 641.12'; thence turning and running N07°06'51"E a distance of 74.41'; thence turning and running N45°15'46"W a distance of 518.63'; thence turning and running S43°45'08"W along said southerly Park & Recreation Commission jurisdictional line a distance of 709.74' to the point of beginning, a portion of DeFazio Park (Assessors Map 302) consisting of 0.27 acres more or less, beginning at a point on the easterly lot line of the DeFazio Complex lot 15.90 feet south of the intersection of said easterly lot line of the DeFazio Complex lot and the southerly Town of Needham Lease Line to the Golf Course where an iron pipe was found; thence running S 07°06'51"

W a distance of 72.81'; thence turning and running S 04°14'32" W a distance of 21.72'; thence turning and running S 53°28'31" W a distance of 339.16'; thence turning and running N 43°45'08" E a distance of 409.47' to the point of beginning, and the property known as Owen's Farm and adjacent parcels (Assessors Map 310 parcel 3, and Assessors Map 108 parcels 5, 6, 7, 9, 10, and 27) consisting of 10.31 acres more or less from the Board of Selectmen to the School Committee for educational purposes in accordance with M.G.L. Chapter 40, Section 15A.

Mr. Daniel P. Matthews, Selectman, advised that this proposal affects two parcels of land and reserves space for a possible future school. Both parcels are currently under the jurisdiction of the Board of Selectmen and would be transferred to the School Committee for educational purposes. One parcel is known as the Owen's Farm and the second parcel is a portion of DeFazio Park. The Board of Selectmen unanimously recommends approval.

Susan B. Neckes, Chairman, addressed this proposal on behalf of the School Committee. She noted that the School Committee has agreed to allow the use of the DeFazio Park parcel to continue in its present use until a new school is needed.

Mr. John P. Connelly, member, advised that the Finance Committee voted to recommend approval of this article.

In response to an inquiry from Deborah S. Winnick, Mr. Matthews advised that the DeFazio Park parcel is a jurisdictional change only. If the parcel is needed for school use, then the Board of Selectmen would have to relocate the existing uses.

In response to an inquiry from Paul A. Siegenthaler, Mr. Matthews advised that the northwest boundary is in the area of the access road and will not interfere with the Little League Diamond.

In response to an inquiry from Carol I. Urwitz regarding student capacity for this lot, Susan B. Neckes indicated the size would be 400 – 500 students which is similar to proposed school at the Owens Farm.

In response to an inquiry from David J. Ecsedy regarding the size of the DeFazio Park property which is mostly an existing parking lot, Mr. Matthews advised that the parcel contains enough space for a school and field use.

ACTION: The main motion, which requires a two-thirds vote for passage, was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 34: HOME RULE PETITION – CHANGE IN USE OF PROPERTY ON GREENDALE AVENUE UNDER ARTICLE 97

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO THE CHANGE FROM PARKLAND USE TO GENERAL MUNICIPAL USE OF A PORTION OF THE PROPERTY KNOWN AS "PARCEL 74" ON GREENDALE AVENUE IN THE TOWN OF NEEDHAM

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The Town of Needham is authorized to change the use the property known as "Parcel 74" on Greendale Avenue which portion is more fully described in the following section, from parkland use to general municipal use in accordance with the authority set forth in Article of Amendment 97 of the Constitution.

SECTION 2. The portions of the property hereby affected by the change in use are identified as follows: a parcel of land known as "Parcel 74" on Greendale Avenue (Assessors' Map 57, Parcel 1), containing 11.7 acres more or less.

SECTION 3. This act shall become effective upon passage.

Or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO THE CHANGE FROM PARKLAND USE TO GENERAL MUNICIPAL USE OF A PORTION OF THE PROPERTY KNOWN AS "PARCEL 74" ON GREENDALE AVENUE IN THE TOWN OF NEEDHAM

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The Town of Needham is authorized to change the use the property known as "Parcel 74" on Greendale Avenue which portion is more fully described in the following section, from parkland use to general municipal use in accordance with the authority set forth in Article of Amendment 97 of the Constitution.

SECTION 2. The portions of the property hereby affected by the change in use are identified as follows: a parcel of land known as "Parcel 74" on Greendale Avenue (Assessors' Map 57, Parcel 1), containing 11.7 acres more or less.

SECTION 3. This act shall become effective upon passage.

A motion to refer the subject matter of Article 34 to the Board of Selectmen was offered by Mr. Daniel P. Matthews.

Mr. John P. Connelly, members advised that the Finance Committee supports the motion to refer.

Mr. Matthews's motion to refer was presented and passed by majority vote.

ARTICLE 35 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 36: APPROPRIATE FOR MEMORIAL FIELD DRAIN IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $310,000 for Memorial Field drain improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: The design for this project was completed with a prior CPA funding authorization, with two possible phases of work detailed. This article would fund the first phase including construction of drainage improvements at Memorial Park, with the installation of a larger containment system at the base of the hill that will re-direct run-off to a system that will be built under the parking lot. The storm water will eventually discharge into the ground water. If funded, the work would begin during the second week of July, with installation and repair and overlay of the parking lot completed prior to the first day of school. Though the synthetic turf fields drain well, the current drainage system at the base of the hill isn't adequate for extreme storms, so the run-off crosses over the synthetic turf fields and settles into the natural grass diamond. Once the new system is in place, the park will be monitored to see if a second phase of work might be needed on the natural grass diamond to improve drainage. This funding request is only for phase one. Since the application was filed in December, DPW has continued to work with the designer to refine the scope of work, resulting in a reduction of the request for funding from $490,500 to $310,000.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $310,000 for Memorial Field drain improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Peter Oehlkers, member, addressed this proposal on behalf of the Conservation Commission. He explained that this article is seeking funding for the first phase including construction of drainage improvements at Memorial Park. The Community Preservation Committee recommends adoption of this proposal. Mr. Thomas M. Jacob, member, recommended adoption on behalf of the Finance Committee. Mr. Matthew D. Borrelli, Chairman, stated that the Board of Selectmen unanimously recommends adoption of this article.

In response to an inquiry from M. Patricia Cruickshank, Mr. Edward Olsen, Superintendent of Parks and Forestry, advised that the synthetic turf was installed 10 years ago and this was not a shortfall of the design.

In Response to an inquiry from Mr. Joseph J. Leghorn, Mr. Olsen explained that the initial cost for both phases was $490,500 and by concentrating on the first phase, the cost was reduced to $310,000.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 37: APPROPRIATE FOR TRAIL IMPROVEMENTS – STUDENT CONSERVATION ASSOCIATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for trail improvements – student conservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: Funding under this article will allow the Conservation Department to invite the Massachusetts Student Conservation Association to Needham to make trail improvements over the next two summers at various locations, possibly including Ridge Hill Reservation, Farley Pond Conservation, and Rosemary Lake trails. The funds will cover the fee for the group, in ten day project segments, plus materials needed for the projects. The Town will provide a location for the team to camp while working on the projects. With an appropriation from the CPA funds, this organization successfully completed several projects at Ridge Hill during the summer of 2015.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $25,000 for trail improvements – student conservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Gary C. Crossen, member, recommended passage of this article on behalf of the Community Preservation Committee. Mr. Thomas M. Jacob, member, advised that the Finance Committee unanimously recommended adoption of this article. Mr. Matthew D. Borrelli, Chairman, stated that there was a mini-program completed last year and the results were very positive. The Board of Selectmen unanimously recommends adoption of this proposal.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 38: APPROPRIATE TRANSFER TO CONSERVATION FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for transfer to conservation fund, and to meet this appropriation that said sum be transferred from the Open Space Reserve; or take any other action relative thereto.

Article Information: The Conservation Commission requested that $50,000 be transferred to the Conservation Fund. This fund was established in 1963, under MGL Ch. 40, Sec. 8C, to provide financial resources for the purchase of open space. CPA funds were previously transferred to the Conservation Fund in 2008 and 2009. After the CPC received input from various Town boards and held its public hearing, the Committee determined that $25,000 would be the appropriate amount to transfer to the fund and that the Committee will consider future requests.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $25,000 for transfer to conservation fund, and to meet this appropriation that said sum be transferred from the Open Space Reserve.

Article 38 was previously withdrawn on Monday, May 2, 2016.

ARTICLE 39: APPROPRIATE FOR ROSEMARY LAKE SEDIMENT REMOVAL DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $118,000 for Rosemary Lake sediment removal design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: This article would fund the design for removal of sediment in Rosemary Lake. The Town has been completing projects along Rosemary Brook, improving the quality of water that leads into Rosemary Lake. The next step is to remove the sediment from Rosemary Lake, which will lead to better water quality downstream, as Rosemary Brook continues through Needham Heights, eventually meeting the Wellesley water lands and then the Charles River.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $118,000 for Rosemary Lake sediment removal design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Paul S. Alpert, Member, addressed this proposal on behalf of the Community Preservation Committee. He explained that the Town has been completing projects along Rosemary Brook which has resulted in only clean water going into the lake. However the sediment is still there, flowing, and emptying into the Charles River. Under Federal Law, the Town must remove the sediment. The Community Preservation Committee agrees this is a good use of CPC funds.

Mr. Richard J. Lunetta, member, advised that dredging is a natural progression and the Finance Committee unanimously recommends adoption of this article.

Mr. John A. Bulian, member, advised that the Board of Selectmen unanimously requests support of this article.

In response to an inquiry from Mr. Ronald W. Ruth, Mr. Bulian advised that there will be more storm water projects in the future.

In response to an inquiry from Mr. Paul A. Siegenthaler, Mr. Bulian advised that it would be 10 – 20 years before the lake would be suitable for swimming, but there could be boating and fishing available.

In response to an inquiry from Andrea Longo Carter, Mr. Alpert advised that there could be savings if the Town could dredge Rosemary Lake along with the Article 40 project.

ACTION: The main motion was presented and carried by unanimous vote.

At 10:45 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 11, 2016 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall, and it was so voted by majority vote declared by the Moderator on a voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * * * * *

ADJOURNED ANNUAL TOWN MEETING
Wednesday, May 11, 2016

Pursuant to adjournment of the Adjourned Annual Town Meeting held May 9, 2016 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Wednesday, May 11, 2016, at 7:30 P.M.

Check lists were used and 213 voters were checked on the list as being present, including 207 Town Meeting Members. 44 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record

The Moderator then announced that there will be a town wide meeting on teardowns sponsored by the Large House Review Study Committee on Wednesday, June 1, 2016, 7:30 P.M. to 9:45 P.M. in Powers Hall at Town Hall.

He also announced that there are two significant birthdays today – Phil and Paul Robey! Cookies for all from a family member are located in the hallway during the break.

Discussion commenced under Article 40.

ARTICLE 40: APPROPRIATE FOR ROSEMARY RECREATION COMPLEX DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $550,000 for Rosemary Recreation Complex design, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: This article will fund the second phase of the design of this project - finalizing the design documents and advancing the project through various permitting agencies. The concept is to build two smaller pools within the current pool, providing summer recreational swimming as well as a fitness/competitive pool. The building would be partially re-used, with an addition to meet the requirements for the outdoor pool, and to have year-round use on the new second floor for Park and Recreation programming space and offices for two Town departments, including Park and Recreation. Only the portions of the project related to outdoor recreation are eligible for CPA funding.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $550,000 for Rosemary Recreation Complex design, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Gary C. Crossen, member, advised that the source of funding for the Rosemary Recreation Complex design is CPA Free Cash. The Community Preservation Committee, Park and Recreation Commission and the Permanent Public Building

Committee have been studying what to do with Rosemary Pool. They have received support and this article requests funding for the second phase of the design of this project. The first phase (or the conceptual design) was approved last year. The Community Preservation Committee voted to support this phase with Town Meeting approval. The Committee felt they could support this project along with the other approved CPA articles for this year. The Community Preservation Committee recommended adoption of this proposal.

Mr. Matthew Michael Toolan, Chairman, addressed this proposal on behalf of the Park and Recreation Commission. He asked Town Meeting Members to listen with an open mind. This project is being called the Rosemary Recreation Complex and we are hoping to go with year-round use. Park & Recreation has no dedicated space of its own. . The Commission hopes to be able to offer both indoor and outdoor activities and would include a new pool, a new building to house offices and conduct a variety of programs, and additional parking of 100 spaces. He explained that an indoor poor is not an option in this location and is not eligible for CPC funding. Finally, Mr. Toolan advised that the estimated cost to decommission the current pool and building is approximately $2 - $3 million.

Mr. Richard M. Reilly, member, stated that the Finance Committee recommends that Article 40 NOT be adopted. He explained that the Finance Committee has strong concerns about the costs. This project calls for a simple majority vote funded with CPA Free Cash. Future articles for this project are to be funded through borrowing. Along with the Memorial Park project, debt lever could exceed 3% in 2020 - 2021. The more capital that goes to Rosemary, the less will go to the planned capital projects. The estimated additional premium for the building at Rosemary Lake is $2 - $2.5 million.

Mr. Reilly also commented on the seasonal aspect of this project. The total debt will be approximately $4 million and the pool will only be open approximately 66 days per year with a cost of more than $18,045 per day or $63 per attendee. He showed a cost comparison between the Rosemary Recreation Complex and the Center at the Heights. He also noted that there will be approximately $2 million added to the costs that are not eligible for CPA funds. The Finance Committee recommended that Article 40 not be adopted.

Mr. Matthew D. Borrelli, Chairman, addressed this proposal on behalf of the Board of Selectmen. He stated that this project is our top priority and strongly disagrees that the building's second floor was a sudden and hasty decision. The project is a significant investment and will be funded through CPC funds. We have been assured by the Finance Director that this town can pay for this project. And remember, the cost to decommission the pool and building is $2 - $3 million. The Board of Selectmen unanimously supports this proposal.

Mr. Paul A. Siegenthaler stated that he wants to believe that a 3-month pool is worth it, but cannot do it. Rosemary was a temporary solution in the 1970's. People can go to other areas/towns for a pool while working on this project. There are other options and locations. He suggested rejecting this proposal, clean and dredge Rosemary Lake, and seek additional sites for the Community Complex.

Karen E. Han rose in support of this article. She expressed concern that if we do not move forward now, we would be denying a large group of residents an opportunity to swim. She explained that she has a son with disabilities which does not allow him to join sports teams, but he loves the water as do many others with disabilities.

Mr. Joseph J. Leghorn also rose in support of this project. He suggested that we need to be a community that reaches out to all. Finance Committee member Richard J. Reilly stated that the Finance Committee did not say the town shouldn't build a pool, just not this pool.

Lois F. Sockol rose in support of this article. Young people need playgrounds and pools. Needham needs a pool.

Ms. Amy Hurley, new Town Meeting Member, advised that she is the Chairman of the Community Center of Needham and that we enthusiastically support this article. The Moderator reminded all that we speak for our precinct neighbors and not outside agencies.

The following Town Meeting Members rose in support of this project: Jeffrey D. Heller, Hilary Hanson Bruel, David C. Harris, Josephine Ochalla, and Cynthia L. Conturie.

In response to an inquiry from David C. Harris, Mr. Toolan advised that the Greendale Avenue site has not been studied as a possible site for an indoor pool. It has no infrastructure and is too close to the highway; It would take about 10 – 20 years and cost about $19 million to make Rosemary Lake swimmable; and a heated pool was not considered.

A motion to move the previous question was offered by Mr. Aaron M. Pressman. The motion was presented, but the Moderator was in doubt as to the voice vote. Because this vote requires a two-thirds vote for passage, the tellers were asked to come forward. The motion was again presented and carried by a count of hands. The hand count was Yes 165 – No 41. Two-thirds required for passage was 137.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 41 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 42 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 43: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate $1,491,117 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $1,439,117 be transferred from Free Cash and $52,000 be transferred from Article 36 of the 2011 Annual Town Meeting; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Public Schools	School Copier Replacement	$39,330	
Public Schools	School Furniture	$45,000	
Public Schools	Technology Replacement	$307,750	
Public Schools	High School Classroom Expansion Alternatives Feasibility Study	$65,000	
Public Schools	Pollard Locker Replacement	$41,157	
Public Schools	High School Gym Upgrade	$130,557	
Public Works	Fuel Island Relocation & Upgrade Design	$131,000	
Public Facilities	Energy Efficiency Upgrade Improvements	$38,154	
Community Services	Memorial Park Building & Grounds Feasibility Study	$50,000	
General Fund/Multiple	Fleet Replacement Program	$643,169	
		$1,491,117	

Article Information:

SCHOOL COPIER REPLACEMENT *School photocopiers are located in all the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently the School Department owns 48 copy machines. The FY2017 request will replace four copy machines. Copier replacement is planned on a lifecycle analysis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers that are heavily used are replaced more frequently than copiers that are lightly used. A seven-year maximum is assumed for most machines, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis assumes that copiers are re-deployed around the District, as needed, to match copier use with equipment capacity.*

SCHOOL FURNITURE *This request continues the replacement cycle for school furniture in poor and fair condition at Hillside, Mitchell, Newman and Pollard. In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. As of FY2015, all furniture in poor condition has been replaced at these schools. The FY2017 funding request will continue the replacement of furniture in fair condition at these schools, and will allow for the purchase of furniture needed for enrollment growth.*

TECHNOLOGY REPLACEMENT *This request is for funding to purchase School Department technology, including computers, printers, and servers. Also included in the request are funds for infrastructure upgrades to the School Department data network. The FY2017 request of $648,450 represents a $196,750 increase over the FY2017 projection submitted previously in the FY2016-2020 CIP. Of the $648,450 requested, only $307,750 meets the Town's definition of capital to be eligible for funding in the CIP. The $196,750 increase requested in FY2017 consists of $159,750 in hardware replacement, $31,000 in elementary network wiring and $6,000 in new Audio Visual equipment.*

The FY2017-2021 School Technology request includes several changes from prior years. One change is the reconfiguration of the K-5 technology model from a desktop computer-based model to a digital device model. The current model for technology is one teacher desktop computer and two to three student desktop computers per classroom, all of which are hard-wired to the network. In addition, classrooms in Grades 1-5 contain an interactive whiteboard (IWB). Most of the current student desktops are between five and ten years old and are not capable of running today's current web applications. The new elementary model classroom consists of a teacher laptop, three classroom Digital Learning Devices (DLDs) and an IWB. The DLDs would be connected to a wireless network. The new model includes one or two shared carts of DLDs per school for class project and school-wide testing purposes. The FY2017 CIP allocates $178,000 to purchasing the DLD devices.

To support the new DLD technology model the elementary classrooms need access to a sufficient wireless network. The FY2017 CIP increase includes $78,500 in funding for networking ($31,000) and wireless hardware ($47,500) for the Hillside and Mitchell Schools.

The FY2017-2021 School technology request reflects a plan for replacing IWBs throughout the District. While the industry standard replacement cycle is five years, the plan includes funds to maintain a six-year cycle, which requires the replacement of approximately 30 IWB/year. The average cost of replacing an IWB is $5,000.

The FY2017-2021 request includes funds to implement a pilot 1 to 1 (BYOD) initiative at Needham High School at a cost of $35,000 for 100 DLDs. There is $35,000 in the FY2017 CIP request to purchase 100 DLDs to pilot 1 to 1 (BYOD) at the High School.

Finally, the District is proposing to change the replacement cycle for school technology, to remain consistent with the new DLD model. Currently, desktop devices are replaced on a seven-year (or more) cycle. The FY2017-FY2021 CIP request reflects a shorter, three-year replacement cycle for DLDs (reflecting their shorter lifespan) and a four-year cycle for teacher laptops.

HIGH SCHOOL CLASSROOM EXPANSION ALTERNATIVES FEASIBILITY STUDY *This project will provide funding to study classroom expansion alternatives at Needham High School. The District has determined that there is a need to add classroom space at Needham High School to support the anticipated student population increase above the design capacity of the school. Since 2008, several spaces at NHS have been repurposed to function as classrooms, however, the number available is below the identified need.*

The scope of the proposed $65,000 feasibility study would be to: a) Investigate and understand the High School's current and anticipated educational program; b) Review and reconsider all existing design documentation that has been prepared and discussed over the last year to determine classroom needs, based on a 1,700 – 1,800 enrollment range; c) Consider alternatives for new, reconfigured and/or expanded classrooms, office and/or storage space within the building, as well as alternatives for building expansion to accommodate additional classrooms; d) Provide renovation/ construction phasing options over a two to five-year period; and e) Provide a cost-effective recommendation to the Permanent Public Building Committee and School Committee that address long-term classroom, office and/or storage space needs at NHS.

POLLARD MIDDLE SCHOOL LOCKER REPLACEMENT *The current lockers at the Pollard school are too small to accommodate the storage needs of the modern student population. The width of the existing lockers is only 6" - the proposed replacement lockers are 12" wide. In FY2016, half of the lockers (600 units) were replaced. This funding will complete the locker replacement project at the Pollard School, which is not scheduled for renovation or reconstruction in the near term.*

HIGH SCHOOL GYM UPGRADE *The High School A Gym was not included in the 2009 renovation project. The bleachers are beyond their useful life and are proposed for replacement in FY2017. The bleachers that are currently installed are difficult to maintain and use, requiring frequent repair. Future projects proposed for the A Gym include lighting replacement in FY2018, and flooring and equipment reconfiguration in FY2019 and FY2020. This gym is a high demand space and is in constant use by the Schools and community.*

FUEL ISLAND RELOCATION & UPGRADE DESIGN *The Town is reliant on the fuel dispensing system at the DPW for the majority of its diesel vehicles and all of its gasoline vehicles. Currently DPW, Fire Department, School Department, and other Town vehicles rely on this filling station. As of September 1, 2013, the DPW filling location became the sole location for Police Department vehicles. The Police Department consumes a large volume of gasoline, and the new reliance on this station represents a dramatic increase over previous demand. The reasons for relocation and replacement of the system include the general age and condition of the station, the location of current station (including its proximity to wetlands and groundwater table, susceptibility to flooding, and compatibility with the potential expansion of the DPW operations building), inadequate access and maneuverability, and insufficient capacity. This funding request supports the design of the relocation and replacement of the gas/diesel island.*

PUBLIC FACILITIES ENERGY EFFICIENCY UPRADE IMPROVEMENTS *The Public Facilities Department completed an engineering study for energy upgrades at ten key buildings in 2011. An Energy Efficiency Upgrade Improvements plan was implemented after the results of the study illustrated that the Town's investment in selected and recommended energy upgrades would pay for themselves within 10 years. Unless circumstances dictate otherwise, fiscal year 2017 funding will be allocated to retro-commissioning the HVAC controls at the High School, and replacing parking lot HID lighting with LED lighting at the High Rock School, Public Safety Building, and the High School.*

MEMORIAL PARK BUILDING & GROUNDS FEASIBILITY STUDY *This funding will support a full review of the Memorial Park Building and grounds, leading to recommendations for the renovation and/or reconstruction of the building to meet the current needs of the park and the community. The current facility has storage located on the lower level, and public restrooms accessed from the exterior. On the upper level, there are two meeting spaces, a kitchenette, restrooms and storage rooms. The 2014 Facilities Master Plan anticipated that community needs would likely require construction of a new building, with rooms directly related to the use of the park (meeting rooms, restrooms, concession, storage) as well as upper floor space to meet other community recreation needs.*

FLEET REPLACEMENT *The Town's fleet replacement program was established in FY2015. This represents a budget and schedule for the Town's rolling stock fleet of appropriately 200 vehicles, trailers, and large specialized attachments. General purpose vehicles include pickup trucks, a variety of sedans, SUV's, vans, and police vehicles (75). They comprise approximately 37 percent of the entire fleet. General purpose vehicles are utilized in every department and are relatively interchangeable. The replacement of these vehicles can proceed on a regular schedule and should be considered part of the Town's base recurring costs. The Town relies on a number of trailers for the purpose of moving tools and equipment, hauling trash and debris, and transporting special equipment. The Town has 47 trailers which represents approximately 23 percent of the fleet. Specialized, high value vehicles, and snow and ice equipment comprise of the other 40 percent of the fleet. These vehicles and equipment are just as integral to Town operations as the general purpose vehicles, but serve the unique purposes of specific departments or divisions. Included in this group are high value vehicles such as ambulances, large dump trucks, fire engines, street sweepers, and others for which appropriations need to be planned.*

CORE FLEET REPLACEMENT *Unless circumstances require otherwise, the core fleet replacement planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount

Unit/Division	Year	Replacement	Amount
120/Highway	2004	Utility Trailer	$23,031
706/PFD	2006	Econoline Van	$35,073
C2/Fire	2010	Ford Expedition	$56,635
C3/Fire	2008	Ford Explorer	$46,116
C43/Fire	2013	Ford Explorer	$35,123
404/HHS	2004	Ford 350 Van	$87,354

FLEET REPLACEMENT – SPECIALIZED EQUIPMENT *Unless circumstances require otherwise, the fleet replacement – specialized equipment planned for FY2017 includes the following:*

Unit/Division	Year	Replacement	Amount
47/Highway	2007	10 Wheel Dump	$223,109
70/Parks	2009	F550 Dump	$68,364
71/Parks	2009	F550 Dump	$68,364

MOVED: That the Town vote to raise and/or transfer and appropriate $1,491,117 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $1,439,117 be transferred from Free Cash and $52,000 be transferred from Article 36 of the 2011 Annual Town Meeting:

Group	Description	Recommended	Amendment
Public Schools	School Copier Replacement	$39,330	
Public Schools	School Furniture	$45,000	
Public Schools	Technology Replacement	$307,750	
Public Schools	High School Classroom Expansion Alternatives Feasibility Study	$65,000	
Public Schools	Pollard Locker Replacement	$41,157	
Public Schools	High School Gym Upgrade	$130,557	
Public Works	Fuel Island Relocation & Upgrade Design	$131,000	
Public Facilities	Energy Efficiency Upgrade Improvements	$38,154	
Community Services	Memorial Park Building & Grounds Feasibility Study	$50,000	
General Fund/Multiple	Fleet Replacement Program	$643,169	
		$1,491,117	

Mr. Matthew D. Borrelli, Chairman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Richard A Zimbone, member, recommended adoption on behalf of the Finance Committee. He advised that the Finance Committee reviewed all capital requests with the various departments.

In response to an inquiry from Holly Anne Clarke, Mr. Borrelli advised that the Memorial Park feasibility study cannot be coordinated with the Rosemary Lake Complex feasibility study.

In response to an inquiry from Mr. Robert J. Dermody regarding fleet replacement with electric vehicles or hybrids, Mr. Borrelli advised that the Town always tries to get the most fuel efficient vehicles that suit the needs of each particular department.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 44: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,700,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that $950,000 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $750,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts.

Street Resurfacing This program is essential to ensure the structural and surface integrity of the Town's 123 linear miles of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Applying this repair strategy in a timely manner will extend the useful life of the roadway for up to 15 years. Installing a monolithic asphalt berm curb better defines the edge of road, improves drainage and protects the shoulder from erosion. The average useful life for asphalt paving is 15 years; target funding for street resurfacing in FY2017 is $621,000.

Traffic Signal & Intersection Improvements This program funds traffic signal improvements and intersection improvements, and new traffic signal installations where none currently exist. No funding is targeted for this program in FY2017.

Sidewalk Program This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham, and more than half do not comply with current standards and require significant improvements including the installation of handicapped ramps. All sidewalk improvements must comply with Federal and State laws and construction standards. Current estimates have identified over $20,000,000 in backlogged sidewalks in need of repair. The average useful life for asphalt sidewalk is over 30 years. Unless circumstances dictate otherwise, the target funding for the sidewalk program in FY2017 is $404,000.

Storm Drain Capacity Improvements This program provides funding to improve roadway drainage capacity. The Town's Stormwater Master Plan has identified a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit t discharge. Locations for improvements have been prioritized within the plan. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built or are planned in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2017 funding is targeted for Taylor Street / Central Avenue – Engineering ($32,500) and Hunnewell Street/Ardmore Road Engineering, Design & Construction - $437,500).

Storm Drain System Repairs This request is to replace drainage infrastructure within Town easements that are discovered through investigation work. This request is part of the Town's plan to identify and improve drainage throughout the Town. This funding will allow the Department to replace a badly damaged 100 foot section of 18" reinforced concrete drain pipe within a Town easement adjacent to 470 South Street. This replacement includes extensive wetland consulting and permitting which is a major factor in the cost of this project. Unless circumstances dictate otherwise, FY2017 funding is targeted for 470 South Street/Construction ($80,000) and for various locations to upgrade or repair the system ($25,000).

Brooks and Culverts – Repair and Maintenance The increasing number of severe storms has resulted in numerous complaints and subsequent investigations of the Town's brooks, streams and culverts. The Brooks & Culverts Program will address poorly draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains/storms in the past. Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. The current conditions are beyond the means of DPW equipment and personnel. Such repairs require detailed investigation, plan of recommended improvements, design drawing and specifications, environmental permitting and bidding of construction to be overseen by the Town's Engineering Division. This will eventually return the waterways to a condition that the DPW will be able to maintain. The EPA is currently finalizing stronger requirements for stormwater and permitting under the NPDES permit. The Town will need to continue to demonstrate its efforts regarding cleaning and improvements to water quality of brooks and culverts. Unless circumstances dictate otherwise, FY2017 funding is planned for continued wall repair in various locations ($100,000).

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $1,700,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that $950,000 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $750,000 under M.G.L., Chapter 44, Section 7.

The following motion to amend was offered by Marianne B. Cooley: that the main motion under Article 44 be amended by deleting the sum "$950,000" and inserting in place thereof the sum "$1,200,000" and by deleting the sum "$750,000" and inserting in place thereof the sum "$500,000".

Marianne B. Cooley, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. She explained that this is a reoccurring article that funds public works infrastructure such as drains, bridges, brooks sidewalks, etc.

Mr. Richard A. Zimbone, Member, advised that the Finance Committee unanimously supports both the main motion and the motion to amend.

In response to an inquiry from Paul A. Siegenthaler, Marianne B. Cooley suggested the Board of Selectmen would like to spend more now on street resurfacing, but have to fund the most urgent repairs and improvements first.

After a brief discussion, the motion to amend, which requires a majority vote, was presented and carried by unanimous vote.

ACTION: The main motion, as amended, which requires a two-thirds vote, was presented and carried by unanimous vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $1,700,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that $1,200,000 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $500,000 under M.G.L., Chapter 44, Section 7.

ARTICLE 45 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 46 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 47 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 48 was adopted by unanimous consent on Monday, May 2, 2016.

ARTICLE 49: APPROPRIATE TO ATHLETIC FACILITY STABILIZATION FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $994,496 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $994,496 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The 2012 Annual Town Meeting approved the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park Field Complex. The replacement of the synthetic turf fields at Memorial Park and DeFazio Park Field Complex is estimated to be $2.5 million in the 2020 timeframe, and $344,496 of the recommended appropriation is intended for these fields: $44,496 from the annual method of benchmarking to Park and Recreation administrative fee receipts, and $300,000 from Free Cash. FY2017 represents the second in a five year plan to allocate $300,000 per year to fully fund the synthetic turf replacement. The recommended appropriation also includes $650,000 in support of the effort, begun in FY2016, for the renovation or reconstruction of the Memorial Park Building. Additional funds will be recommended over the next several years, as circumstances permit, and a feasibility study for the Memorial Park building is proposed under Article 43. The March 31, 2016 balance in the fund was $1,974,847.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $994,496 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $994,496 be transferred from Free Cash.

Mr. Matthew D. Borrelli, Chairman, advised that the Board of Selectmen unanimously supports this article.

Louise L. Miller, Chairman, recommended adoption of this article on behalf of the Finance Committee.

A motion to amend was offered by Mr. Ronald W. Ruth to strike the sum "$994,496" in two places and insert in place thereof the sum "$344,496". He explained that this amendment would reduce the appropriation by $650,000 in support of the renovation or reconstruction of the Memorial Park Building. These funds would be available for a Special Town Meeting in the fall.

Mr. Steven M. Rosenstock rose in support of Mr. Ruth's amendment and suggested putting the additional money in a future building fund. Mr. Michael A. Diener also rose in support of Mr. Ruth's amendment.

In response to an inquiry from Peter Sergey Panov, Mr. Borrelli advised that this fund is broad so it can be used for other fields and associated structures.

Ms. Lisa W. Zappala, former Finance Committee member, believes when times are tough, we prioritize our expenditures. She rose in support of putting this money in a fund.

Mr. Ted Owens suggested that the issue is not whether we put money in **a** stabilization fund but in **this** Stabilization Fund. Mr. Borrelli noted that this is for specific purposes.

After a brief discussion, a motion to move the previous question was offered by Mr. Ford H. Peckham. The motion was presented and passed by the required two-thirds vote declared by the Moderator on a voice vote.

Mr. Ruth's motion to amend was presented but the Moderator was in doubt. The Motion was again presented and carried by a count of hands. The hand count was Yes 127 – No 67.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to raise, and/or transfer and appropriate the sum of $344,496 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $344,496 be transferred from Free Cash.

ARTICLE 50: APPROPRIATE TO DEBT SERVICE STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $612,595 to the Debt Service Stabilization Fund as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $362,595 be raised from the Tax Levy and $250,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The November 2, 2015 Special Town Meeting approved the creation of a Debt Service Stabilization Fund (DSSF) to set aside funds to pay certain debt obligations. This fund is intended to be part of the Town's overall planning strategy for addressing capital facility needs. The fund provides added flexibility by smoothing out the impact of debt payments in years when the debt level is higher than is typically recommended. The fund would also be beneficial at times when interest rates are higher than expected. The plan for the fund is designed to ensure that the monies are not depleted in a single year, and that the amount available for appropriation is known before the budget year begins. The FY2017 recommended funding is based on the amount of net revenue estimated from the Town's participation in the solar array/net metering program ($362,595), and assumes a reallocation of the additional $250,000 appropriated to the debt service budget in FY2016 for a total of $612,595.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $612,595 to the Debt Service Stabilization Fund as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that $362,595 be raised from the Tax Levy and $250,000 be transferred from Free Cash.

Mr. Matthew D. Borrelli, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that this proposal is a method of planning for the future by setting aside funds now. There are 8 upcoming major capital projects and we must plan ahead. The Board of Selectmen unanimously supports this article.

Mr. Barry J. Coffman, member, addressed this proposal on behalf of the Finance Committee. He stated that the purpose of the Stabilization Fund is to pay certain debt obligations. This article will provide additional sources of debt service. The Finance Committee recommends adoption of this proposal.

In response to an inquiry from Paul A. Siegenthaler, Mr. Borrelli noted that this money will be used for specific proposes.

ACTION: The main motion was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 51: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Stabilization Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Municipalities are authorized under M.G.L. Chapter 40, Section 5B to establish stabilization funds. Monies appropriated to the Stabilization Fund remain in the fund and carry forward from one fiscal year to another. The interest earned on the stabilization fund remains with the fund. The money from the Stabilization Fund can be appropriated for any lawful municipal purpose. Appropriations both into and from the fund require a two-thirds majority vote of Town Meeting.
Although the monies in the general Stabilization Fund may be appropriated for any lawful purpose, it is recommended that appropriations from the Stabilization Fund be limited to extraordinary unforeseen events or exceptionally negative fiscal conditions. Maintaining this fund serves an important function in that it represents the Town's commitment to prudent financial planning. State law restricts the amount that may be maintained in stabilizations funds to not more than ten percent of the Town's prior year tax levy, and not more than ten percent of the Town's equalized valuation, which is calculated bi-annually by the Department of Revenue. As of March 31, 2016, the balance in the fund was $3,926,008.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum to the Stabilization Fund, said sum to be raised from the Tax Levy.

Article 51 was previously withdrawn on Monday, May 2, 2016.

ARTICLE 52: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

The Moderator stated that there is no action to be taken under Article 52 and declared Article 52 disposed of.

At this time the Moderator thanked Pat Thornton and the custodial staff and the Building Monitors Stephan Grably and Julie Cimildoro. He thanked our State Representative, Denise C. Garlick, for attending our Town Meetings. He thanked Sandy Cincotta for her assistance manning the projector. He also thanked the pages for this Annual Town Meeting – Alex Cuddy, Jeffrey Wade, Katie Mullen, and Mike Alberding. He thanked the Town Clerk and her assistants, the Marshall, the Town Manager and staff, the Finance Committee, and its Executive Secretary Louise Mizgerd, as well as Mark Mandell and Needham Cable TV for recording and broadcasting our meetings.

The Moderator thanked Town Meeting Members for their attendance and urged them to call Town Departments with any questions related to the Town Meeting and its warrant.

At 10:40 P.M. Mr. Matthew D. Borrelli on behalf of the Board of Selectmen moved to dissolve the Annual Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In memory of

John D. ("Jack") Marr Jr.

WHEREAS: John D. ("Jack") Marr Jr. was born in Wilmington, Delaware, and attended the University of New Hampshire where he earned a degree in civil engineering; and

WHEREAS: Jack served his country for three years in the U.S. Army during World War II as a combat engineer. Following his active duty, he remained in the Army Reserve, serving for 35 years and retiring as a full Colonel; and

WHEREAS: In 1954, Jack married Harriet Schricker and settled in Needham, where they raised their three children, Margaret, Donald, and Deborah; and

WHEREAS: Jack began his career serving as an engineering consultant on various projects including the Delaware Memorial Bridge, and worked for the environmental engineering firm of Metcalf and Eddy supervising water and sewer projects. He then served as the Town Engineer for the Town of Needham for 17 years beginning in 1970, and is remembered as the mastermind of the Rosemary Pool within a lake concept; and

WHEREAS: A longtime and proud Rotarian, Jack also served his community on many boards and committees. During his service on the Conservation Commission from 1967 to 2006, he was instrumental in the acquisition of the Ridge Hill property; and

WHEREAS: Jack traveled to Needham Market in Great Britain to help forge a relationship that continues today between the two communities, signing a letter of community friendship on behalf of the Town; and

WHEREAS: Jack served as a member of the Water and Sewer Rate Committee, the School Facilities Study Committee, the Parking Facility Study Committee, and the Rosemary Lake Reclamation and Building Committee. He was a Member of the Board of Selectmen and Town Meeting Member from 1987 to 1999;

NOW THEREFORE, be it resolved by this body that the 2016 Annual Town Meeting be dissolved in honor of the civic and community contributions of Jack Marr to the Town of Needham.

ACTION: At 10:40 P.M. on Wednesday, May 11, 2016, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

HF Group LLC / A.M. Sulkin Co.
80 Cambridge Street
Charlestown, MA 02129
617-242-5959
Reorder # 17935